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SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, January 6, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH

Director of Airports

San Francisco International Airport

San Francisco, California 94128

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1981

MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, January 6, 1981

1. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:05 p.m., in Room 282, City Hall, San Francisco, California.

* * *

2. Roll Call:

Present: Commissioners Morris Bernstein,
Ruth S. Kadish, Zuretti L. Goosby,
J. Edward Fleishell*.

Absent: Commissioner William K. Coblentz.

* * *


3. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0001 Resolution adopting the Minutes of
the December 16, 1980 Airports
Commission meeting.

* * *

*Commissioner Fleishell arrived at 2:12 during discussion of Item (1).



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4. Director's Reports.

(A1) Commuter Transportation Discounts.

Mr. Richard Heath, Director of Airports, said that in addition to the discount being worked out to be offered by Airporter, Marin Airporter is working on a discount program for riders using their services. He said that this would hopefully encourage more employees to use mass transit rather than their personal automobiles.

Commissioner Kadish said that she hoped that Mr. Tom Ricci of JPAC would be informed of this since Mr. Ricci expressed the concern of the people of San Mateo in this matter.

(See, also, p. 10, below.)

* * *

5. Items Initiated by the Commissioners.

The following resolution was adopted, 3 ayes (Bernstein, Kadish, Fleishell) to 1 nay (Goosby):

(1) Charter Amendment Relating to Art at the Airport.

No. 81-0002

Resolution approving proposed Charter Amendment which would remove the Airport from the Art Commission's area of responsibility.

Mr. Ray Taliaferro, President of the Art Commission outlined the background of the relationship between the Airport and Art Commissions. He said that the Art Commission establishes a joint committee with every City department when the Art Commission works on an art program with that department. He said it was the Art Commission's function to approve works of art for every City department.

Commissioner Taliaferro said that that was just what the Art Commission had done with the Airports Commission: a Joint Committee was established in 1976. The Joint Committee then set up an art competition with up to ten \$5,000 prizes to be awarded. Ten works of art were chosen.

Commissioner Taliaferro also said that then the Joint Committee made up a list of works of art from which all the pieces were to be chosen. And this worked fairly well.

Commissioner Taliaferro said that from time to time, there were some disagreements, but over all the two Commissions worked closely together. And he was a little surprised that in view of the close working relationship, that there was now a Charter Amendment before the Airports Commission.

He said that he would be happy to answer any questions members of the Airports Commission had.

Mr. Heath said that there had been a lack of responsiveness on the part of the Art Commission staff not by the Art Commission or the Joint Committee. He said that the Art Commission staff had been asked to come up with recommendations as to how paintings should be hung, etc., but this was never done. Therefore, he said that the Airport staff came up with its own set of recommendations. And then, the Art Commission's action on a professional services agreement approved by the Joint Committee did not reach the Airport Commission in time for the present Commission meeting.

Additionally, he had been informed that a hanging of an artwork had been done incorrectly by the Art Commission and the work would have to be cleaned and rehung. Mr. Heath said that he felt the Art Commission staff working with the Airport had not acted very professionally.

Commissioner Bernstein said that he just could not understand why the art work owned by the Airport had not been hung.

Commissioner Fleishell said that he had learned that the Airport has some paintings that are too hideous to be hung.

He said that the Airport has been sued by the airlines and if a settlement is reached, the City will probably end up participating in the economic activity of the Airport. It had to be realized that the purpose of the Airport was not to employ architects or give work to artists. He said that he favored the proposed resolution and the Charter amendment because they made good sense economically: The Airport could get better art and save money if it handled its own art program.

Commissioner Fleishell said that the relationship between the Art and Airports Commission was not as good as Commissioner Taliaferro had indicated, or else this Charter amendment would never have been proposed. Commissioner Fleishell said that the best art the Airport had had been donated and the art chosen by the Art Commission was either stored or the subject of heated controversy.

Commissioner Goosby asked Commissioner Taliaferro to address the question of possible bad storage of some art pieces which had caused them to be damaged.

Commissioner Taliaferro said that the Art Commission had been told that too, but when the original artists were taken to examine their works of art and they said the art had not been damaged at all.

Ms. Elsa Cameron, the Airport's art consultant, said that the current storage of art at the Airport was all right, but the art needed to be treated before it was hung. She said that usually when a work of art was purchased, a conservator does a report on the piece. In the case of the Airport, she said there were no condition reports on the art at the time of purchase. She said that she had had conservators make recommendations as to how the art should be treated and that these recommendations were before the Joint Committee.

Commissioner Goosby asked if the treatment has now been done.

Commissioner Kadish said that she felt the problem lay in the procedures used for getting things done.

Commissioner Goosby said it sounds like an administrative breakdown which should possibly be addressed in an Executive Session to deal with personnel questions.

Mr. Elio Benvenuto of the Art Commission staff addressed the Commission and said that many of the problems outlined stemmed from causes far outside of his control.

Commissioner Fleishell said that he believed it was important that the Airports Commission deal with how it will handle its money and its art in the future.

Commissioner Taliaferro said that while there had been some disagreements between the Commissions, he hoped for the duration of their working relationship it would be harmonious.

Commissioner Kadish asked if the procedure for submitting the Charter amendment was through the Mayor to the Board of Supervisors.

Mr. Heath said that that was the procedure.

Commissioner Goosby said that he assumed the Art Commission will have an opportunity to react to the Airports Commission action.

* * *

(1A) Handicapped Hiring.

Commissioner Goosby said that he noticed that hiring was underway for the guard shacks and that only two of the people hired were handicapped. He inquired if the wishes of the Commission are being followed.

Mr. Louis Turpen, Deputy Director for Operations and Maintenance, said that the California League for the Handicapped had sent a list of people and from them and the other applicants, 10 people had been hired.

Commissioner Goosby said it was his understanding that all the people to be hired were to be handicapped.

Mr. Turpen said that he had been instructed to solicit people from the general public.

Commissioner Goosby said that that the Commission's desires were not being carried out as had been agreed to by the staff. He said that he objected to the representation by staff that handicapped people were to be hired and then he found that they were not.

Mr. Heath said the Airport had not been able to find 30 handicapped people to do the jobs.

Commissioner Goosby said he would like to see the list of people who had applied and the breakdown of it.

Commissioner Kadish said that her memory of the matter was the same as Commissioner Goosby's

Mr. Heath suggested that the Commission look at staff efforts rather than only the results of the efforts. He said that the staff had advertised for additional people. He said that he would provide the additional information.

* * *

(1B) Airporter-SamTrans Merger.

Commissioner Goosby said that he had received a letter from SamTrans concerning the purchase of Airporter by SamTrans and the money that will accrue to the Airport. He said the negotiations between SamTrans and Airporter were going on without the involvement of the Commission.

Commissioner Fleishell said that the Airport was not spending any of its money on preparation of a merger agreement.

Commissioner Kadish asked if it was the implicit feeling of SamTrans that the Airports Commission would go along with the purchase.

Mr. Heath said that he had asked Mr. Morrow from SamTrans for an update.

* * *

6. Agenda Items Involving Policies or Major Operational Decisions.

The following resolution was discussed and further consideration continued to a reconvening of the Commission:

- (2) Contract 1200B(1), Central Terminal Modernization Piling, Award of Contract.

Resolution awarding Contract No. 1200B(1) Central Terminal Modernization Piling to the lowest responsive and responsible bidder.

(See, also, pps. 10-13, below.)

Mr. Heath said that, as the Commission might recall, a portion of this contract was bid over budget and it was suggested that it be rebid and broken down into smaller pieces. This was a bid on one of those pieces; the piling. He said the four bids had been received on the piling contract. The lowest bid was by Peter Kiewit and was below budget. A problem resulted when Peter Kiewit had difficulties with the bid documents. This would indicate that the second lowest bidder should be awarded the contract. He said the Commission could hear statements from the bidders if they wished to make them.

Mr. Bruce Clawson, Counsel for Peter Kiewit, discussed the problem with their bid. He said that he had received a letter notifying them that Peter Kiewit did not have the corporate seal on the bid bond or a notarized affidavit of non-collusion. He said that he had not been given the City Attorney's opinion and was told that it would be available to him today.

Commissioner Fleishell said that the absence of a notarized affidavit of non-collusion means that, in effect, the Airport has not received the affidavit and thus was a material defect.

Commissioner Fleishell said that he felt it would be appropriate if the Airport would give Peter Kiewit some time to respond to the City Attorney's contentions, before the Commission acts.

Mr. Clawson said that he was asking for only a couple of days extension, not a 30-day extension.

Commissioner Kadish asked why the information had not been given to Mr. Clawson when he asked for it.

Mr. Heath said he understood the information was provided him.

Mr. Clawson said it was only in the past 5 minutes that he learned that his bid was non-responsive.

Mr. William Garce, Vice President of SantaFe-Pomeroy, Inc. said that he believes he had submitted a responsive bid.

Mr. Heath said that in a related matter, the Airport had received three bids for the steel fabrication. He said that he believed that bidding in segments was saving the Airport money.

Commissioner Kadish said that she would continue in her attempt to get bids without affidavits to not even be considered.

Commissioner Goosby said that there had to be careful wording as to how this is done so that the Commission would maintain its ability to make the final decision as to whether or not a technical defect should be waived.

* * *

The following resolution was not considered at the time:

(3) Bluepeter Contract for Installation of Art.

Resolution approving Bluepeter contract for installing art at the Airport.

(See p. 13, below)

* * *

The following matter was removed from the Calendar.

- (4) Request by Glide Church for Exemption from a Part of the Airport Rule Regarding Locations for Charitable Solicitation.

Request by Glide Memorial Church for exemption for booth requirement of Rule 1.3.7(N). Presentation by Ephraim Margolin, Attorney-at-Law.

* * *

The following resolution was unanimously adopted:

- (5) American Airlines' Request for Financing of North Terminal Improvements from San Francisco Airport Improvement Corp.

No. 81-0003

Resolution approving the concept of financing American Airlines' improvements in the North Terminal through bonds issued by San Francisco Airport Improvement Corporation (SFAIC), subject to certain conditions.

Mr. Heath said that American Airlines would like to use SFAIC to help them make some improvements.

Commissioner Fleishell said that since this did not involve any Airport money, the Commission should just adopt it.

* * *

7. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (6) Admittance of the Airport Police into the Specialized Law Enforcement Certificate Program.

No. 81-0004

Resolution requesting admittance of the Airport Police into the Specialized Law Enforcement Certificate Program of the Commission on Peace Officer Standards and Training (P.O.S.T.)

- (7) Gift of Photographic Murals by Robert Cameron.

No. 81-0005

Resolution approving gift of photographic murals from the book Above San Francisco.

7. Consent Calendar (continued)

- (8) Agreement Between the Airport and Carrier Corporation,
\$29,644.00.

No. 81-0006

An agreement between Carrier Corporation and the City and County of San Francisco to provide for expert professional services to inspect and maintain the two very large refrigeration chillers and the associated equipment installed in the Central Heating and Cooling Plant.

- (9) Retirement Resolution.

No. 81-0007

Resolution commending Jerry Tweed, a truck driver for the City and County of San Francisco, on the occasion of his retirement.

- (10) Modification No. 3 and Completion of Airport Contract No. 1248, Emergency Airfield Pavement Repairs, FY 1979-80.

No. 81-0008

Resolution accepting the work under Airport Contract No. 1248, Emergency Airfield Pavement Repairs, FY 1979-80, as satisfactorily completed; approving and requesting the Controller's certification of Credit Modification No. 3 of \$721.40; and approving final payment of \$3,088.93 in favor of the contractor, Lowrie Paving Company, Inc., 1321 Lowrie Avenue, South San Francisco, California 94080.

- (11) CP Air Tenant Improvement: Not to Exceed \$8,000.

No. 81-0009

CP Air Tenant Improvement, to Cargo Building No. 7, Rental Credit, not to exceed \$8,000.

Commissioner Goosby said that he wanted to be sure the Airport was not running afoul of any legal problem by not bidding out the refrigeration maintenance contract in Item (8).

Mr. Heath said that the Airport had previously let this as a professional service contract.

Mr. Robert Lee, Assistant Deputy Director for Facilities Maintenance, said this is similar to the contract the Airport has regarding elevator and moving sidewalk maintenance.

Regarding Item (7), Commissioner Kadish said Mr. Cameron had donated some photos to the Airport, and that aside from the material value, it was a gift of great prestige.

Commissioner Fleishell said he thought that Commissioner Goosby's point was well taken regarding the professional service contract. Commissioner Fleishell said that he did not feel this contract was the same as the moving sidewalk and elevator contracts because one elevator company will not sign a maintenance contract for work done by another company.

Mr. Heath said that next time the Airport went out on this, it might be well to go out for bid, but as this was new equipment, it was probably better to have the original installers do the work.

* * *

8. Public Hearing.

The following resolution was discussed and subsequent to that discussion, consideration was postponed to a future meeting:

(12) Modification to Taxicab Rules and Regulations.

Resolution modifying the Taxicab Rules and Regulations in order to give the Airport Police authority to control some of the taxicab abuses.

Mr. Heath said the Operations staff had recommended modifications to the taxicab rules and regulations and asked Mr. Turpen to speak.

Mr. Turpen said he wished to see a change in the regulations from the present situation where individual drivers are certified to one where cabs are certified following a safety inspection. He said, following approval, a seal would be issued to each taxi. If the vehicles did not continue to comply, those seals would be removed. He said he recognized that all cabs may not be able to get certified. We recommended to the Commission that a date be targetted by which time everyone would be certified, and at that time the new system would go into effect. He said that he did not anticipate a change in the \$1.50 fee.

Commissioner Goosby asked who was going to administer this program.

Mr. Turpen said that Airport Parking Management would retain their function of running the taxi lot and the administration of the rules would be the responsibility of Airport staff in the permit bureau.

Commissioner Goosby complimented Mr. Turpen and the Airport staff for doing a study of all the violations. He said that way Mr. Turpen had proceeded has obviated any criticism.

Mr. Lloyd Small, Chairman of the San Francisco Association of Taxi Drivers, said that he would like to know what had brought about the situation where insurance had become a problem.

Commissioner Kadish said that what concerns her is that a dozen people had just come up to receive information about the taxi rules which made it obvious that they have not been informed. She said that the Commission should allow them to read the material before acting on it.

Commissioner Fleishell recommended that the matter be put over to the next meeting to permit people to read the material.

Mr. Heath suggested that Mr. Small write a letter so the staff can respond to his question.

* * *

6. Agenda Items Involving Airport Policy or Major Operational Decisions (continued)

Discussion continued on this item:

- (2) Contract 1200B(1), Central Terminal Modernization, Piling, Award of Contract.

Mr. Don Garibaldi Airports General Counsel, said that he had met with counsel for Peter Kiewit and they had raised legal issues that had not previously been considered. He asked that the Commission continue its consideration of this matter until Friday, January 9.

* * *

4. Director's Reports (continued)

- (B2) Airport Budget.

Mr. Heath said that staff was now distributing the Airport budget documents to the Commission. He said that Mr. Peter Singer, Deputy Director for Business and Finance, planned to have a hearing on the budget at the next Commission meeting.

* * *

9A. Recess of Commission Meeting.

Commission President Bernstein recessed the meeting at 4:11 p.m. and directed that it reconvene in Room 282 at 8:00 a.m., Friday, January 9, 1981.

* * *

9B. Reconvening of Commission Meeting.

The Airports Commission reconvened at 8:03 a.m., Friday, January 9, 1981 in Room 282 of City Hall, San Francisco, California.

* * *

6. Agenda Items Involving Airport Policy or Major Operational Decisions (continued)

The following resolution was unanimously adopted:

- (2) Contract No. 1200B(1), Central Terminal Modernization Piling Award of Contract.

No. 81-0010

Resolution awarding Contract 1200B(1) Central Terminal Modernization Piling to the lowest responsive and responsible bidder, Peter Kiewit Sons, Co., Inc.

Mr. Heath said this is the contract for the piling for the Central Terminal Modification. He said his understanding of the law was that the determination as to what is a material defect in the contract is a decision the Commission has the authority to make. He asked Don Garibaldi, Airports General Counsel, if that was correct.

Mr. Garibaldi said the Commission has to make that decision.

Commissioner Fleishell said that he felt the Commission almost was bound to follow their attorney's advice that the bid go to the second lowest bidder, SanteFe-Pomeroy. He asked if there wasn't some way for bidders to be advised of a matter before coming to the Commission so that the Commission could make its determination at that time.

Mr. Garibaldi said that the problem in this case was that the bid opening came just before a Commission meeting and staff did not have time to get together with Peter Kiewit's counsel.

Commissioner Fleishell said that if major companies can make mistakes on a bid, how could little companies make bids. He said the Airport should take a look at its procedures. He said that private industry does not want to bid with the City because of the problems involved.

Mr. Garibaldi said that he and Jason Yuen, Director of the Bureau of Terminal Construction, are working together to try to streamline the system.

Mr. Heath said he agreed with that. He said that if he were a general contractor or an architect, he would not do work for the City because of these nit-picking kinds of problems. He said he discussed this with Deputy City Attorney Jim Woods and staff is going to look into changing our contracts so that they will provide that this particular affidavit must be signed within 5 days after bid so that if anything is over-looked it can be rectified. He said that he might also come up with some recommendations to the Board of Supervisors for changes in the Administrative Code.

Mr. Heath said that his recommendation would be that the defect in Peter Kiewit bid be found to be material and that the second low bidder be accepted as the successful bidder.

Commissioner Bernstein said he was aware that the Peter Kiewit Company has an international reputation and he wondered about the qualifications of the second low bidder.

Mr. Yuen said he has investigated and found that they are both capable and qualified.

Commissioner Kadish inquired if Santa Fe-Pomeroy was a general contractor.

Commissioner Bernstein asked Mr. Yuen what his advice would be.

Mr. Yuen said that based on the City Attorney's opinion, he would suggest going with the second low bidder.

Mr. Woods said that the Commission should award the contract to the lowest responsive and responsible bidder.

Mr. Clawson, Attorney for Peter Kiewit Sons Co. said after the meeting on Tuesday he did further research into the materiality of the defects. He said displacement of a low bidder is a serious matter. He said that the call for the bid does not say that the lack of an affidavit of non-collusion will automatically lead to rejection of the bid. Mr. Clawson gave Mr. Heath a notarized affidavit of non-collusion.

Mr. Woods suggested this be answered in Executive Session.

Commissioner Fleishell said that Mr. Clawson raised a very valid point and he would like to hear it in this public meeting.

Mr. Heath said that the affidavit which Mr. Clawson submitted to the Commission appeared to be properly notarized so that the record should show an affidavit had been submitted to the Commission before the Commission made any award.

Mr. Clawsen said that whether it is proper to waive the defect is a matter of whether or not there is a material variance or if there is substantial compliance. He said that material variances relate to price, quality, quantity, and other major items. Price seems to be a principle concern. He said the failure of Kiewit to notarize the affidavit has no effect on these major items. He said that there would be no damage to the integrity of the bid by allowing Kiewit to submit the affidavit at the present time.

In summary, Mr. Clawsen said that Kiewit's bid was responsive; the bidder was responsible; Kiewit was substantially in compliance with the bid call; and no harm would be done to the bid system.

Commissioner Goosby asked why the affidavit was not submitted originally.

Mr. Burl Williams of Peter Kiewit said that he was responsible for preparing the bid and that the failure to include the notarized affidavit was strictly an oversight.

The Commission went into Executive Session at 8:35 a.m.

The meeting reconvened its public session at 8:39 a.m.

Mr. Heath said that following the discussion in Executive Session and because the Commission has in its possession at the present time a signed affidavit, he would recommend that the Commission award the contract to Peter Kiewit Sons Co., Inc.

* * *

The following resolution was unanimously adopted:

(3) Bluepeter Contract for Installation of Art.

No. 81-0011


Resolution approving Bluepeter contract for installing art at the Airport.

Mr. Heath said that this item was for a contract which has been approved by the Art Commission. He asked that the Commission reapprove Resolution No. 80-0273 dated November 4, which will have the effect of correcting any possible problems surrounding the Bluepeter contract.

* * *

10. Adjournment of Meeting.

There being no further matters before the Commission, the meeting was adjourned at 8:45 a.m.


Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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Tuesday, January 20, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President

WILLIAM K. COBLENTZ
Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH

Director of Airports

San Francisco International Airport

San Francisco, California 94128

MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, January 20, 1981

1. Call to Order:

The meeting of the Airports Commission was called to order at 2:00 p.m., Room 282, City Hall, San Francisco, California.

* * *

2. Roll Call:

Present: Commissioners William K. Coblentz,
Ruth S. Kadish, Z. L. Goosby.

Absent: Commissioners Morris Bernstein,
J. Edward Fleishell.

* * *

3. Approval of Minutes.

The following resolution was adopted by order of the Commission Vice-President.

No. 81-0012 Resolution adopting the Minutes
of the January 6, 1981 Commission
meeting.

* * *

4. Director's Reports.

There were no Director's Reports presented.

* * *

5. Items Initiated by Commissioners.

(see also, p. 9 , below)

(A1) Art Gifts from the Moulin Studio and Robert Cameron.

Commissioner Kadish said that the Airports Commission had received very special gifts from the Moulin Studio and Mr. Cameron, and they should be thanked. She asked if Mr. Heath would make arrangements for appropriate certificates of appreciation to be made for those donations.

Mr. Richard Heath, Director of Airports, said he would be happy to do so.

* * *

6. Agenda Items Involving Airport Policies or Major Operational Decisions.

The following resolution was unanimously adopted:

- (1) Contract No. 1200B(2), Steel Fabrication and Erection for Boarding Area D, Award of Contract, \$2,687,000.

No. 81-0013	Award of Contract No. 1200B(2) to Palm Iron and Bridge Works in the total amount of \$2,687,000.
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Mr. Heath said that the Central Terminal and Pier D construction contracts had been separated into several segments. On this segment, steel fabrication and erecting, the low bidder had been Palm Iron and Bridge Works. He said that he had received a letter from the Human Rights Commission approving Palm Iron's affirmative action program.

* * *

The following resolution was unanimously adopted:

- (2) Development of Airport Noise Mitigation Action Plan (ANMAP).

No. 81-0014	Resolution requesting the Director of Airports to present a proposed Airport Noise Mitigation Action Plan for the approval and adoption of the Commission by the April 7, 1981 Commission meeting.
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Mr. Heath said staff has been developing a draft noise mitigation plan which he would like to present to the Commission on April 17.

Commissioner Goosby asked if members of our staff will be working to develop the plan.

Mr. Heath said that he and Arne Feener, the Airport Noise Abatement Officer, will probably be working to facilitate the plan.

Commissioner Goosby asked if this was one of the areas of responsibility for the new Director of Community Affairs.

Mr. Heath said he would hope that the Director of Community Affairs would be on duty by the time the plan was presented.

* * *

The following resolution was unanimously adopted as amended:

(3) Approval of Airport's Capital Improvement Five-Year Plan.

No. 81-0015	Resolution approving the Airport's Capital Improvement Five Year Plan.
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Commissioner Kadish said she was under the impression that Contract No. 988, remodeling of the Engineering Building, had been dropped from the Capital Plan.

Mr. Heath said that the full-scale remodeling was dropped but that certain segments of the project remained.

Mr. Louis Turpen, Deputy Director for Operations and Maintenance, said that the remodeling project had been dropped.

Mr. Heath said that the airlines have expressed objection to two projects, contracts numbered 1330 and 1333. 1330 is the Filling and Paving West of Bayshore. 1333 is the Maintenance Corporation Yard. He said that Contract 1333 will be examined and if it is found to be necessary, staff may have to request that it be back in the Capital Plan. He said that staff will be talking to the airlines as quickly as they are able to discuss the program based on terms of the suit settlement. He said that if these projects are taken out now and need to be put in later, it will require a supplemental appropriation which must go to the Mayor and then the Board of Supervisors.

Commissioner Kadish said that regarding Contract 1363, Taxicab Holding Area in the garage, she did not recall that the Commission had ever approved that project.

Mr. Heath said he was asking for that approval today. He said that Airport staff wanted to move the operation to the floor of the center of the Garage. He said the present taxi area is occupying desirable garage space and the space in the middle of the garage could be paved over and striped.

Commissioner Kadish had a question regarding Contract 1247, Alterations to Maintenance Building: She wondered if preparing a new space for the maintenance of fire trucks was necessary inasmuch as there already was space that might be used for maintenance of fire equipment in the new firehouse; she wondered if the new space couldn't be used.

Mr. Turpen said that he believed the answer was no because of the type of gear that had to be installed for vehicle maintenance and use of other equipment already in the vehicle maintenance building. He said that he would look into it.

Mr. Robert Lee, Assistant Deputy Director for Facilities Maintenance, said that the project is scheduled for 1980-81 and his staff is already reviewing the bids.

Mr. Heath said staff still had to bring the project to the Commission, for acceptance of bids, and the Commission could still reject the bids.

Commissioner Goosby said that the project should be approved before bringing bids to the Commission. He inquired if staff was making any progress on the entry road to the land West of Bayshore.

Mr. Heath said that at present, nothing is moving forward but staff is exploring possibilities with the State Department of Transportation. He said it was his feeling that there was a commitment on the part of the State Highway Division to complete the project, but there has been a shortage of state fund.

Commissioner Goosby asked where the present entrance was located.

Mr. Heath said there was a gate in a residential section of Milbrae that opened onto the property.

Commissioner Goosby asked if there hadn't been a plan to use the area as a parking facility during discussions and negotiations about the property.

Mr. Heath said at the present time that probably was not feasible or practical. He said that use would require a full environmental impact report. He said that another aspect of the impracticality of developing parking is that in accordance with the terms of the settlement, any development would have to be paid for by some other funds than Airport funds, and that until the settlement was approved, there was not much that could be done with the land.

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The following resolution was unanimously adopted:

(4) Approval of Supplemental Appropriation - \$7,631,225.

No. 81-0016	Resolution approving supplemental appropriation for \$7,631,225 to cover increased electricity charges and higher operating costs of SFO Shuttle Bus.
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* * *

7. Consent Calendar of Routine Administrative Matters.

The following resolutions was unanimously adopted:

(5) Approval of Out-of-Town Travel.

No. 81-0017	Resolution authorizing the Chief Accountant to attend the Municipal Finance Officers' Association annual conference to be held in Boston on June 14 - 18, 1981.
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* * *

8. Consent Calendar of Contract Modifications.

There were no items on this calendar.

* * *

9. Trailing Calendar of Old Business.

There were no items on this calendar (although see below, p. 10).

* * *

10. Public Hearing.

(6) 1981-82 Airports Commission Budget.

Commissioner Coblentz said that he would open the hearing on the budget, but only to hear testimony, not to take action, as he felt the full Commission should be present for voting. He said that the Commission would hold a special meeting next week to further consider the budget.

10. Public Hearing (continued)

Mr. Heath made some general comments noting that the budget had been prepared prior to working out the settlement with the airlines. He said that there will have to be changes made in the budget to reflect the settlement. He said that the timing is unfortunate but it had to be considered at this time because it must be submitted to the Controller's office by the third of March. He said the Board of Supervisors makes the final decision on the budget, but all they can do is reduce the Mayor's budget.

Mr. Heath said that what is submitted by the City is an appropriation budget, a maximum expenditure figure in all the categories in which the City appropriates funds. He said that the money may or may not be used but if appropriations were submitted at a minimum level, there would be no flexibility.

Mr. Heath said that speaking about general conditions, airline operations had declined and inflation had continued. He was projecting a 14% increase in the CPI in fiscal 1981-82. Nonetheless, Mr. Heath said that he felt the Airport could operate with fewer people employed and he was going to ask the Commission to reduce its employee ceiling from 850 to 820.

Mr. Heath said that staff was trying to develop some bottom line measurements for the Airport and that the best measure staff had been able to come up with was cost per enplaned passenger.

Mr. Pete Singer, Deputy Director for Business and Finance, presented the budget document itself, noting that the Airport had a total projected budget of \$134 million for FY 1981-82 which included an income of \$26.7 million. He noted that it was necessary to budget for 930 people, even though staff was prepared to never have more than 820 people actually employed at one time.

Commissioner Coblentz asked if there was an increase in expenditures for the arts program.

Mr. Heath said there was an increase to cover Elsa Cameron's salary and the arts projects planned for next year. He explained that even though the Airport might receive grants or matching funds, the Airport must have an item in the budget for whatever the amount is before we can spend any money.

Commissioner Kadish said that when the art program was approved it was with the understanding that it would be a self-sustaining program. She said she believes there have been many actions on the part of Ms. Cameron to obtain grants, but upon looking at a budgetary item which has no explanation, it appears as if a large expenditure is being made by the Airport.

Mr. Heath said staff would put an explanation in the final document.

10. Public Hearing (continued)

Commissioner Coblentz said the Commission would hear public testimony.

Mr. James Chamberlain of Delta Airlines, said that his comments are primarily to some specifics which he will put in writing for review at a later date. He asked first about salary standardization, wanting to know exactly what salary standardization was.

Mr. Singer explained that City department budget requests are prepared in October or November of one year and then during the following March or April, the Civil Service Commission presents finding of their salary survey to determine salary increases for the coming year.

Mr. Chamberlain thought the budget rather large considering the City of Atlanta had frozen the total amount of its budget. He said that people were being furloughed from the airlines and there were freezes on hiring while the Airport was talking about putting more people on its payroll. He suggested the Airport take a close look at its plans.

He said that at Denver's airport, an airport roughly as busy as San Francisco's, they have 56 police officers. At San Francisco there are plans to have 180 police officers.

Mr. Chamberlain also questioned the value of beginning a facilities maintenance program during the year that the Central Terminal will be closed for remodeling.

Mr. Heath said that there is a general conception that the only things we have at the airport are terminal buildings; but in fact there are many additional facilities. He said that it would be a good idea for staff to look at the number of police in San Francisco as compared to Denver, as well as the overall expenditure of Denver for passengers and other items. He said it would be valuable for staff to visit other airports and he would like to have the flexibility of being able to send someone to Denver to examine their procedures.

Mr. Heath said the budget is overstated due to the necessity of making sure we have enough in the budget to cover the amounts we will need. He said, for example, that if staff needs three people only for a few months, those positions and funds for the positions must be included in the budget.

Commissioner Goosby asked if the total included the people from other City departments for which the Airport reimburses those departments.

Mr. Heath said that it did.

Mr. Chamberlain said that in Denver, they have 230 people running that airport. He said the San Francisco Airport should look very carefully at its entire staff needs.

10. Public Hearing (continued)

Mr. Richard Jamison of American Airlines said that he thought he understood the reason for introducing the budget at this time, but he is dismayed by it. He said that there were numerous areas in the budget that were in conflict with the memorandum of understanding that is leading to settlement of the airlines' suit. He said that he feared this document might poison the fine thing that is on the verge of being worked out. Additionally, he said that the nation's economy is weak and in the last four months, American has had to furlough 5,000 employee. He said that the Commission must take into consideration the desperate straits in which the industry finds itself.

Mr. Paul Van Wert of the Airlines Airport Affairs Committee said that the airlines are looking forward to additional opportunities not only to discuss the budget with the City but to develop a budget that will reflect the terms and conditions of the memorandum of understanding. He said that he hoped that in the future the Airport and the airlines will be able to come together and find some way to separate the Airport budget process from other processes.

Commissioner Coblentz said that the Commission must act by February 3rd, and asked Mr. Heath what we could do.

Mr. Heath said the staff can only expend up to the limits of whatever budget is approved. He said that this was only a budget of possible expenditures, not a spending program.

Mr. Van Wert said that he felt that the airlines could not stand by and watch while this budget was adopted. He said they are looking forward to revisions of the budget and the opportunity to discuss these with the Airport staff. He said that formal comments would be submitted.

Commissioner Kadish asked when those comments would be available.

Mr. Van Wert said that they would be available the next day. He said that the comments would point out the discrepancies between the budget and the memorandum of understanding. He said the airlines will request that the budget be revised to fall in line with that agreement.

Commissioner Goosby asked Mr. Jamison if he could get his comments to the Commission as well as the staff.

Mr. Jamison said that Mr. Van Wert's letter will be on behalf of all of the airlines.

Commissioner Coblentz said that he believed the money was not just going to be there. He said that most of the Commissioners have gone over the budget and raised questions themselves. He suggested that a meeting be set for the coming Wednesday, January 28th, at 4:00 PM for further discussion.

Commissioner Kadish asked Mr. Singer to have the charts he used in his presentation reduced for the Commissioners' use.

10. Public Hearing (continued)

Commissioner Goosby said that he would like to know where the contingency fund is in the budget. He said that it was his understanding that the coming year will be the last year that the Airport makes payments to the City under the old arrangements.

Commissioner Coblentz asked if there were funds in the current budget to send someone to Denver before next Wednesday's meeting. He said that if there were not, he would pay their expenses personally. He said that Mr. Jamison has raised some questions regarding Denver's operations and he would like to have more information as soon as possible.

Commissioner Coblentz said there will be constraints on the Federal Government on the hiring fees.

Mr. Heath said we have the power to hold down the number of the employees.

Commissioner Goosby asked if the Commission had approved a set of goals for the current year at the same time that they had adopted this year's budget.

Mr. Heath said that the Commission had adopted goals.

Commissioner Goosby said that he would like to see how the Airport has met its goals.

Mr. Singer said that the Airport has an annual report for 1979-80 and staff is in the process of preparing a semi-annual report for 1980-81. He said he believed that the Commission already had the annual report.

Commissioner Goosby said that he did not want a book, he merely wanted a checklist.

* * *

5. Items Initiated by Commissioners (continued)

(7) Valet Parking.

Commissioner Coblentz said that he asked for a report on valet parking. He said that he would like a report at the next meeting. He said that if it was not showing a profit, he would move to abolish it.

Mr. Singer said that staff is preparing a report, which, in general, indicates that valet parking is not operating at a loss any longer.

* * *

9. Trailing Calendar (continued)

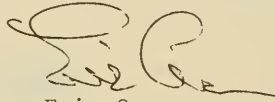
Commissioner Kadish said that she has missed the Trailing Calendar.

She requested that it be used again to indicate that Mr. Heath will report on the Airport Noise Mitigation Plan on April 7.

* * *

11. Adjournment of Meeting.

There being no further matters before the Commission, the meeting was adjourned at 3:45 o.m.



Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, February 3, 1981

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COMMISSIONERS

MORRIS BERNSTEIN
President

WILLIAM K. COBLENTZ
Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, February 3, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, February 3, 1981

1. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:06 p.m., in Room 282, City Hall San Francisco, California.

* * *

2. Roll Call:

Present: Commissioners Morris Bernstein,
William Coblentz, Ruth S. Kadish,
Z. L. Goosby, J. Edward Fleishell.

Absent: None

* * *

3. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0018 Resolution adopting the Minutes
of the January 20, 1981 Airports
Commission Meeting.

* * *

4. Director's Reports:

(A1) Valet Parking.

Mr. Richard Heath, Director of Airports, said that staff was doing a complete report concerning valet and all other parking and should have it to the Commission in a few weeks. He said that Valet parking is not currently losing money, but that staff does have some recommendations about how to possibly make it more profitable in the future.

* * *

4. Director's Reports (continued)

(B1) Paradies Flower Shop Operation.

Mr. Heath said that the Paradies Company is now operating in accordance with its lease agreements and is selling flowers the way they are supposed to be.

* * *

(C1) Photo Booths.

Mr. Heath said that the Airport has told the operators of the photo machines that they will have to remove their machines because they are not very good looking and the space could probably be better used for other services.

* * *

5. Items Initiated by Commissioners.

There were no items initiated by Commissioners.

* * *

6. Agenda Items Involving Airport Policies or Major Operational Decisions.

The following resolution was discussed but adoption postponed:

(1) Airports Commission Proposed 1981-82 Budget.

The following resolution was unanimously adopted:

(1A) Examination of Airport Engineering Branch.

No. 81-0019

Resolution requesting Mr. Howard Friedman to investigate the function and organization of the Airport Engineering Branch.

(See also, pps. 10-13, below)

Mr. Richard Heath said that there had been a meeting with the airlines on Thursday, January 29. He said that staff had received a letter from Mr. Van Wert, dated February 2, addressed to the Airports Commission and containing the Airlines Airport Affairs Committee's recommendations for budget revisions.

Mr. Heath said the airlines had recommended an A, O and M (administration, operations and maintenance) budget not to exceed 40 million dollars and that staff had recommended a budget not to exceed 39 million dollars.

Mr. Heath said that staff had adhered to a few major guidelines: The first was strict adherence to the memorandum of understanding relating to the airlines' suit. He said that all financing of capital projects had been deleted from the budget although alternate methods of financing, such as short term credit, might be available.

Mr. Heath said that the second point was fulfillment of the Mayor's direction that there be no new positions and no new programs. He said that \$75,000 for an independent management review had been removed. He said he still believed that review was important and would be of use to staff, Commission and the airlines. He said the art program had been reduced from \$285,000 to \$75,000, the basic amount needed to continue at the present level of operation.

Mr. Heath said that regarding the capital program, all the special charges that the airlines have paid can be reimbursed by a future bond issue. He said that modifications to the South Terminal may have to be postponed a year and a half, a situation he felt would have a negative effect on the airlines. He said that this would delay completion of the Airport modernization program.

Commissioner Kadish inquired if ADAP (Airport Development Aid Project) funds were involved in any of the capital projects that might be deferred.

Mr. Robert Lee, Assistant Deputy Director for Facilities, Engineering and Maintenance, said that some ADAP funds were involved.

Commissioner Goosby asked if staff was proposing deletion of the dike repair and center lights.

Commissioner Kadish asked if the projects that involved ADAP funding were not completed this year, would the Airport then lose the ADAP funding for those projects.

Mr. Peter Singer, Deputy Director for Business and Finance, said that that was not necessarily the case. He said that the Airport had not yet found out all the implications of halting ADAP-funded projects but was trying to get a better picture of the implications.

Commissioner Kadish further said that it appeared that funding for power and communication to the pumping stations (Contract 842), had been deleted.

Mr. Lee said that that project had already been funded and would be let this coming summer.

Commissioner Kadish asked how long it would take to complete.

Mr. Lee said that it would take three to four months.

Commissioner Kadish inquired about the safety of deferring Contract 1250, Overlay and Reconstruct Runway 1R-19L.

Mr. Lee said that he did not think the risks would be too great because the contract involved only the north end of the runway and construction could be delayed a year without it posing a safety hazard.

Commissioner Goosby asked Mr. Singer if there would be hiring of new personnel.

Mr. Singer said that there would be new people on the payroll but they would primarily be filling substitute positions, a substitution which would effect a 2% salary saving. He said that the Airport would not exceed 850 employees.

Commissioner Fleishell said that if the Airport has a budgeted position that has not been filled and it is planned to have a new position, adding that new position would seem to fly in the face of the Mayor's letter.

Mr. Singer said that staff had interpreted the Mayor's letter to mean that a new position could be substituted for an existing position as long as there is no addition to the total number of positions.

Commissioner Fleishell said that he suspected the Mayor would consider these to be new positions. He said that he would suggest that staff contact the Mayor's office to find out what she really meant.

Mr. Singer said that he had checked with Mr. Peter Nardoza in the Mayor's Office and he thought the staff's interpretation was reasonable.

Mr. Heath said that overall, the staff was requesting a cheaper set of positions.

Commissioner Fleishell said that he just wanted to make certain that the Commission was not in violation of the Mayor's intentions.

Commissioner Goosby asked if the remodeling of the Central Terminal was to be paid for out of bond funds.

Mr. Singer said that the remodeling was but construction of the aprons was to be paid for from new funds.

Mr. Jason Yuen, Administrator, Bureau of Terminal Construction, said that if there are no capital funds available, Northwest and PSA will not be able to be relocated from the Central Terminal. He said that the Airport needed both the apron money and the moving money to open the Central Terminal.

Commissioner Goosby asked what plans are being made to provide for needed capital monies in case the Charter amendment is unsuccessful in November.

Mr. Singer said that that issue would come up at the time the landing feels are determined by the Commission.

Commissioner Coblenz suggested that the Commission continue discussing the budget later in the week.

Commissioner Coblenz suggested that the Commission adopt a resolution requesting Mr. Howard Friedman to look at the Airport Engineering Branch.

The Commission decided to continue its discussion on Thursday, February 5 at 5:00 PM.

* * *

The following resolution was unanimously adopted as amended:

(2) Authorization to Receive Bids - North Terminal Concessions, Phase 2.

No. 81-0020

Resolution approving terms and conditions of four North Terminal concession leases;

1. Personalizing Shop
2. California Shop
3. Beads Kiosk
4. Perfume Kiosk

and authorizing invitations for bids.

Mr. Heath said that there were five concession leases before the Commission. He said the Commission had received a protest from Mr. Leahy regarding one, the news, gift and sundries shop. He said that, additionally, the Commission had before them his response to Mr. Leahy. He said that staff would have appreciated Mr. Leahy making his comments long before he did actually make them. Mr. Heath said that the details of the proposal had been sent out long ago and Mr. Leahy's recommendations should have been submitted earlier. Mr. Heath said that he would recommend that the Commission adopt the staff recommendation that the news, gift and sundries shop have a 5-year contract with a return to the Airport of 20% of gross or \$200,000, whichever was higher.

Mr. Marshall Leahy of ABC said that his company is the present holder of a lease for the operation of a gift shop in the North Terminal near the connector to Piers H and I. He said the lease on that facility has about 4 more years to run. He said that his current lease requires him to pay 35% on all gift purchases and 25% on newstand purchases to the Airport. And, he said, the lease for the new facility, currently before the Commission will only be asking 20% on all purchases. He said that this was unfair and violated a memo written by the Airport staff prior to ABC signing the lease for its existing facility. Mr. Leahy said that he felt the percentages he had to pay on his gift shop should be the same as those the new gift shop would have to guarantee.

Commissioner Goosby asked for comment from the staff on the matter.

Mr. Singer said that the Commission had awarded leases to Dobbs and Duty Free for news and gift shops in the South and Central Terminals and Mr. Leahy had not protested. Mr. Singer said that there was a fine jewelry concession in the North Terminal whose items were more expensive than those Mr. Leahy was planning and the terms of that lease were 25% in comparison to Mr. Leahy's 35%.

Mr. Leahy said that ABC did not object to the percentages of concessions in other terminals because the concessions are in a separate terminal. He said that his objection was the competition in the same terminal.

Commissioner Coblentz said he felt that Mr. Leahy had a good argument. Commissioner Coblentz said that he felt that it would be unfair to allow a lower percentage to a competing shop.

Commissioner Goosby said that he was not sure it would be unfair because location was important. He said that there was some merit to ABC's argument, but they currently had the prime location in the North Terminal.

Mr. Heath said that he felt some historical perspective was called for: he said that when ABC first got their lease, the biddable item was a percentage of the gross. He said that then the Commission decided to change to percentage against a minimum guarantee in order to lower costs. He said that if the Commission recalled, it came to feel that one of the reasons prices were so high was that the concessionaires' costs had been driven up as the percentage of gross was driven up by the bidding process. He said that he did not feel the language of the lease required that the Commission maintain the same percentage for all similar concessions.

Mr. Singer said that if the precedent to be established is that all stores should pay the same percentage of gross for the same items then there would be a problem because, for example, Duty Free and the perfume shop now carry the same item but pay a different percentage of the gross.

Commissioner Fleishell said that every time the Commission has a new concession before it, the Commission sees that there is no established merchandising policy.

Mr. Bob Brisbee of the Retail Clerks Union said he represents the employees of ABC. He said that the union was concerned about the acceptance of a bid based solely on financial consideration without regard to employee needs. He said that when the Dobbs bid had been accepted, it caused a lay-off of 30 people, many of them over 40 years old.

Commissioner Goosby asked if Mr. Brisbane was saying that when ABC did not get the bid, Dobbs laid off a lot of people because Dobbs was a non-union operation.

Commissioner Kadish said that it seemed to her that with all of these questions being raised, it might be well to put the matter over to the next meeting.

Commissioner Bernstein said that he had some sympathy with Mr. Leahy, but in shopping centers, the location often determines the percentage of gross to be paid.

Commissioner Coblentz said that he would be against putting consideration of all the concessions over. He said it might be wise to delay action on the gift shop, but not the others.

Commissioner Coblentz said that he noted in the budget staff was planning to award concession contracts in 1982. He said that he hoped that there could be some action before that time. He said that he would recommend abolishing the property management division of the Airport staff and putting the service out to bid with a private company.

* * *

The following resolution was unanimously adopted:

- (3) Award of Contract No. 1247, Alterations to Maintenance Building, \$137,444.00.

No. 81-0021	Resolution awarding Contract No. 1247, Alterations to Maintenance Building, to Valentine Corp., 111 Pelican Way, San Rafael, CA 94902, in the total amount of \$137,444.00, including Alterations B, C, & D.
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* * *

7. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (4) Gift of Moulin Studio.

No. 81-0022	Resolution accepting gift of photographs of Historic San Francisco to the Airport.
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- (5) Modification to Standard Concession Lease.

No. 81-0023	Resolution approving miscellaneous modifications to Airport's standard lease for concessions.
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- (6) Professional Services Agreement, Signet Testing Laboratories, Inc., Not to Exceed \$100,000.

No. 81-0024	<p>Resolution approving the professional services agreement with Signet Testing Laboratories, Inc., 1428 West Winton Avenue, Hayward, California 94545, to provide services for sampling and testing of construction materials.</p> <p>The purpose of this agreement is to have a certified laboratory provide specialized testing services to determine if construction materials and products used on Airport contracts conform with specification requirements.</p>
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7. Consent Calendar (continued)

- (7) Completion of Contract No. 950, and Approval of Final Payment.

No. 81-0025

Resolution accepting the work under Airport Contract No. 950 Boarding Areas H & I and Connector, as satisfactorily completed; approving and requesting the Controller's certification of Debit Modification No. 31 in the amount of \$33,120.76; extending the completion date from November 19, 1978 to April 22, 1979; and approving final payment in the amount of \$70,029.42 in favor of the contractor, F.P. Lathrop Construction Company, Suite 1100 Watergate Tower, 1900 Powell Street, Emeryville, California 94608.

- (8) United Airlines Fire Main Replacement, \$700,000.

No. 81-0026

United Airlines will replace existing Fire Mains in Buildings No. 11, 12, 13, 14 and 72, at United Airlines Maintenance Operations Center.

* * *

8. Consent Calendar of Contract Modifications.

The following resolution was unanimously adopted:

- (9) Modification No. 27 to Professional Services Agreement, San Francisco Airport Architects - \$26,040.00 (Credit).

No. 81-0027

Resolution approving Modification No. 27 to San Francisco Airport Architects Agreement certifying completion of additional services in the final amount of \$73,960.00 under prior Modification No. 19 and requesting Controller's authorization to return balance of funds in Modification No. 19 in favor of contractor, Robert E. McKee, Inc.

Commissioner Fleishell said that he thought the Airport had a suit pending against Airport Architects. He asked when the Airport was going to begin their action.

Mr. Donald Garibaldi, Airports General Counsel, said that the Airport had an agreement not to pursue any legal action until the present relationship with Airport Architects had been terminated.

Commissioner Fleishell said that he hoped some action was being taken because he knew, as an attorney, that you cannot wait for years after an event to begin preparing relevant papers.

* * *

9. Trailing Calendar of Old Business.

There was no discussion of items on the Trailing Calendar.

* * *

9A. Recess of Commission Meeting.

Commission President Bernstein recessed the meeting at 3:30 P.M. and directed that it reconvene at 5:00 P.M. on Thursday, February 5.

* * *

9B. Reconvening of Commission Meeting.

The Airports Commission reconvened at 5:08 P.M. in Room 1182 of the State Office Building, 350 McAllister Street, San Francisco.

* * *

6. Agenda Items Involving Airport Policies or Major Operational Decisions (continued).

The following resolution was adopted as amended:

- (1) Airports Commission 1981-82 Budget (continued)

No. 81-0028

Resolution adopting as amended, the Airports Commission 1981-82 Budget.

Mr. Heath said it was his feeling that the best action the Commission could take would be to pass the budget without any capital expenditures in it. He said that he had talked with Mr. Paul Van Wert and expressed his concern about emergencies at the airport. Mr. Van Wert said that there should be funds available for emergencies. Mr. Heath said that he believed there was no question but that the airlines were desirous of finding a way to finance the completion of the M & R (Modernization and Replacement) Program. He asked that the budget be approved with no capital expenditures and that the airlines be requested to work with him so that he could come back to the first Commission meeting in March and present a report on what the alternatives were available for funding the capital projects necessary for the coming year.

Commissioner Kadish said that she would like to go on record as strongly urging that those meetings come up with a way to continue the M & R Program, particularly regarding completion of the International Arrivals Area. She said that unless the Airport could work out some way whereby there would not be a delay of up to a year and a half, that once the public finds out about the delay, there would be a public outcry.

Commissioner Goosby said that there should be some way so that the work on the International Terminal can proceed.

He said that there were some loose ends in the memorandum of understanding as to what constitutes various revenue areas and cost centers. He said that if the Commission was to be able to work to pass the charter amendment, it was important that all the details be settled. He said that he did not want to have to go to the community, tell them that the Charter change is all that's needed, only to find that there are other problems.

He said that the Commission is trying to understand the problems of the airlines and he hoped that the airlines will try to understand the problems of the City.

Commissioner Fleishell said that the cost centers are now being worked out and the first rough draft is now in type-written form. He said that before anything goes on the ballot, the City must have a signed agreement with the airlines. He said that he expects a final copy within 45 days.

Commissioner Bernstein said that he supports Commissioner Kadish's position and would like to assure her that he has talked with representatives of the airlines and that once this budget has passed, the work on the Airport will proceed. He said that he believed Mr. Heath would agree with him on that statement.

Mr. Heath said that he would suggest that two items be added to the A0&M Budget: the noise program and a management review.

Commissioner Kadish said that she would like to see the noise program item reinstituted in the budget. She said that the Commission had gone on record supporting the Land Use Study. She said that the airlines had participated in the study and should have expressed their reservations at that time. She said that the Commission would be breaking faith with all the people from San Mateo and San Francisco who worked so hard on the study.

Commissioner Goosby asked how much money would be involved in reinstating the noise monitoring program.

Mr. Singer said that the entire program is detailed in Attachment F and involves an addition of \$674,521.

Commissioner Kadish said that an analysis should be made as to whether this entire amount would be necessary.

Mr. Heath said the Airport would look at this prior to July 1 to see if the entire amount was necessary. He said that the \$315,000 for Phase III could not be spent next year if the FAA does not update its system.

Mr. Paul Van Wert of the Airlines Airport Affairs Committee said that the airlines felt the Airport already had the best noise monitoring system in California, except for Burbank airport, and that airport was in the downtown area. He said that he would like to suggest a compromise: that the Commission go ahead with Phase II, but defer Phase III. He said there was already some question about whether Phase III could be done in the coming year and the airlines might want to suggest some cheaper technology.

Commissioner Kadish said that on the basis of what both Mr. Heath and Mr. Van Wert said, she would like to make a motion to the effect that the Commission add \$359,521 to the budget for a Noise Monitoring Program with the understanding that Phase III will be placed in the following year's budget.

Mr. Heath said that he would ask that if Phase III becomes feasible, he would be free to come before the Commission with a request for a supplemental appropriation.

Mr. Tom Ricci, City Councilman for San Bruno, said that the airlines knew that this item was coming before the Commission and it was a very late point in time to ask for a delay. He said that it was not as if Phase III was thought of after Phase I and II; they were all related. He said that he would like to see the entire program approved as originally proposed and outlined in Attachment F.

Mr. Heath said that he certainly appreciated Mr. Ricci's concern. Mr. Heath said that one of the frustrations was working with the FAA. He said that the FAA had promised to upgrade its system three and a half years ago. And, he said that the new noise monitoring system was dependent on the upgraded FAA system. He said that the delay has not been due to the airlines or the Commission, but due to the FAA. He said that if it were possible to move ahead at this time, he would recommend it.

Ms. Anita Maraviglia of Hillsborough said that her concern was that such a large amount of money would be deleted, if Phase III were deleted. She said that if the FAA does do their work and the Airport is able to tie in their system, the staff would have to recommend that about half its noise monitoring budget be restored. She said that she felt uncomfortable about having it deleted.

Mr. David Hale, Planning Director of San Mateo County, said that the Airport will be facing the question of a noise variance in the next few months. He said that it would be best if the Airport were able to go forward having stood solidly behind its commitment that the new noise monitoring system would be installed. He said that he would like to be able to say that the reduction would be restored once the system was feasible to install.

Commissioner Kadish said that she thought everybody heard her initial statement that the Commission has issued a policy statement which was not a mere exercise but was a commitment on the Commission's part. She said that no one should assume that because this item is being reduced in the budget, that once the FAA does its job, the project will not go forward as planned.

Mr. Heath said that the other item he would like added was the money for a management review.

Commissioner Coblentz said that he felt the money should be there as a contingency in case of an employee exodus and the subsequent need for a management search firm.

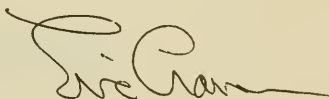
Commissioner Coblentz said that he noticed that there was \$5,000 for a Christmas Carol program and he moved that it be deleted. He said that he had raised the question of a station wagon and was glad to see that that had been resolved. And he said that lastly, he had questions about a \$6,600 stove and refrigerator item. He suggested that it be carefully reviewed.

Commissioner Coblentz said that the staff and airlines should be complimented on the job they did with the budget.

* * *

10. Adjournment of Meeting.

There being no further matters before the Commission, the meeting was adjourned to go into Executive Session at 5:41 PM.



Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, February 17, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President

WILLIAM K. COBLENTZ
Vice-President

RUTH S. KADISH
DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH
Director of Airports

San Francisco International Airport
San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, February 17, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, February 17, 1981

1. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:06 P.M., Room 282, City Hall, San Francisco.

* * *

2. Roll Call:

Present: Commissioners Morris Bernstein,
Ruth S. Kadish, Z. L. Goosby,
J. Edward Fleishell.

Absent: Commissioner William K. Coblentz.

* * *

3. Adoption of Minutes:

There were no Minutes before the Commission for adoption.

* * *

4. Director's Reports:

(1) Motor Vehicle Operation on Airport.

Mr. Richard Heath, Director of Airports, said that it was not planned to have any discussion about the rules and regulations today but just to distribute copies. He said that a public hearing has been scheduled for the March 3rd meeting, at which time the Commission would have the opportunity to listen to suggestions. He said that staff proposes that the Commission take another two weeks following the Public Hearing to consider the comments. He said that staff then proposes that in the month of May, warnings be issued to members of the public regarding the higher fines going into effect on June 1st. He said staff would mail out copies of the proposed regulations to all those interested.

Commissioner Fleishell said that he was told that copies of the regulations had been mailed to all interested parties and he hoped that that had been done. He said the public had appeared and signed a sheet at the last meeting and he hoped that they were all mailed copies of the regulations.

* * *

4. Director's Reports (continued)

(1A) Lawsuit by Joint Powers Board.

Mr. Heath said that he had a verbal report regarding the lawsuit filed by the Joint Powers Board of the four cities around the Airport. He said that their suit attacked the validity of the EIR for the Flying Tigers Airlines facility. The matter had been moved to Alameda County and there had been a hearing last Wednesday. The group had asked for a restraining order but that had been denied. The matter was now set for another hearing on March 20.

* * *

5. Items Initiated by Commissioners.

There were no items initiated by Commissioners.

* * *

6. Agenda Items Involving Airport Policies or Major Operational Decisions.

The following resolution was adopted as amended:

(3) Authorization to Bid - North Terminal News/Gift/Sundries Stores.

No. 81-0029

Resolution authorizing the Director of Airports to advertise and receive bids for one lease encompassing two concession locations for news/gifts/sundries operation in the North Terminal.

Mr. Heath said that despite the protest made at the last meeting, he still recommended that 20% should be the figure for the amount of gross revenues paid by the gift shop. He said he felt it was a reasonable sum and not at all unfair to the ABC Cigar Company.

Mr. Marshall Leahy, representing ABC Cigar, said that he felt the City was bound by the memorandum it issued to ABC at the time their lease was negotiated. He said that because ABC was paying 39% on the gift shop and 25% on the newsstand, he felt it was not right to allow a new business to pay only 20%. He said that he was assured that at the time ABC executed their lease. He said that unless there was a repudiation by the Commission of the memorandum, he felt 20% was unfair. He said that ABC had never received word that the memorandum had been changed. He said that ABC objected very strenuously to 20% of gross being the requirement.

6. Policy and Major Operational Decisions (continued)

(3) Authorization to Bid - North Terminal News/Gift/Sundries Stores (continued)

Commissioner Bernstein asked Mr. Garibaldi if there was any ruling that might be applicable to this situation.

Mr. Garibaldi said that there was nothing in the lease that obligates the Commission to bid the concession at the same percentage that ABC currently pays. He said that none of the specifics to which Mr. Leahy was alluding were in that lease.

Commissioner Fleishell asked what the point was of giving Mr. Leahy the memorandum.

Mr. Garibaldi said that he did not know.

Mr. Leahy asked Mr. Garibaldi if he was saying that the memorandum was not binding. Mr. Leahy said that he did not think that was correct nor did he think that any court would.

Mr. Garibalid said that that was correct: none of the provisions Mr. Leahy was alluding to were included in the lease.

Mr. Leahy said that he had a number of items he had wanted to discuss with staff.

Commissioner Fleishell asked Mr. Leahy if he had discussed them with the staff.

Mr. Leahy said that he had tried but that staff stood by its former position.

Mr. Heath said that practically speaking, there was no way to guarantee that a bidder for another shop would end up with exactly the same terms and conditions that ABC had. He said that the shop that was being bid was a combination newsstand and gift shop and there was no way the staff could audit that kind of arrangement with two different percentages in two different shops. He said that the Airport would have to have someone standing over the clerks to see if they were hitting the right keys for the right items so, as a practical matter, the Airport must choose one percentage for the entire shop. He said that the parties to a lease are bound by the terms contained in that lease.

Commissioner Goosby asked if the ABC shop was bid on the basis that the shop must pay a minimum annual guarantee or a percentage of the gross, whichever was greater.

Mr. Heath said that when the ABC shop was bid, the only biddable item was a percentage of gross.

6. Policy and Major Operational Decisions (continued)

(3) Authorization to Bid North Terminal News/Gift/Sundries Stores (continued)

Commissioner Fleishell said that he was not quite sure those comments were completely accurate. He said that as he remembered it, there was some legal question regarding whether ABC had an automatic right to run the news and gift shops in the other terminals as they were completed. He said that the Airports Commission had wanted to put the shops out to bid.

Commissioner Fleishell said that one of the major problems was finding responsible companies who wish to bid on various Airport concessions. He said that many refuse because they don't want to be bothered with the 'nit-picking' and the amount of paperwork necessary.

Mr. Heath said he certainly agreed with that. He said that the problem was that there was no practical way to live up to ABC's request even if the Airport wanted to do so. He said that the only way the Airport could keep track of the different types of items was by dividing the facility into two separate shops.

Mr. Heath said that 20% is not a magic number but represents staff's attempt to keep prices down. He said that if the Commission feels there should be some adjustment in the percentage, he would have no problem with that.

Commissioner Kadish asked how the different locations were assessed in terms of their desirability. She said that it would appear the present location was better because it was expected that 3.8 million passengers would pass it every year, whereas only 1.6 million would pass the one under discussion.

Commissioner Fleishell said that Mr. Heath had said there would be a lot of accounting involved in separating the sales. Commissioner Fleishell said that it was common practice to charge different percentages for different items in shopping centers, the different items would just be rung up on different keys.

Commissioner Goosby said that one possible compromise regarding this matter might be to increase the percentage to something like 26 percent. Additionally, Commissioner Goosby said he had concerns about the points made by the Retail Clerks Union in their letter. He asked if there was anyone present from the Retail Clerks. When someone indicated there was, he asked if the Retail Clerks' point was that ABC might be squeezed out of their present location because they had union employees.

Mr. Robert Brisbee, representing Retail Clerks Local 775, said that the letter had been written so that the concerns of the ABC employees would be clear: they are afraid ABC will lose the bid because it is paying union wages and benefits.

Commissioner Kadish inquired if the five concessions going out to bid were contemplated to be for small business enterprises.

Mr. Heath said that some of them were but that this one was not.

6. Policy and Major Operational Decisions (continued)

(3) Authorization to Bid North Terminal News/Gift/
Sundries Stores (continued).

Commissioner Bernstein asked if ABC was precluded from bidding on this concession.

Mr. Heath said that they were not and he had indicated that to Mr. Leahy.

Commissioner Bernstein said that he found himself in a very perplexing position. He said that 3.8 million passengers passing one point in a terminal must make a difference in rentals but he felt there should be some fair compromise.

Mr. Leahy said that 29% was the average percentage they paid the City and he suggested that 29% be the figure for the new location.

Commissioner Fleishell asked how 25% would seem to Mr. Leahy.

Commissioner Kadish said that she wanted to remind the Commission that this was not the choice location.

Commissioner Bernstein asked if Dobbs wasn't on a minimum percentage guarantee. He asked how Dobbs was doing.

Mr. Singer said that none of the North Terminal concessions were going beyond their guarantee.

Commissioner Bernstein said that then, the percentage in the bids was really irrelevant.

Commissioner Fleishell said that he wanted to remind everyone that the Commission had switched from a percentage to a minimum guarantee so that a merchandiser would not have to charge 75¢ for a candy bar.

Mr. Heath said that the other idea was the Commission's hope that all the concessionaires would strive to increase the volume of business rather than the price of goods.

Commissioner Kadish said that in order to resolve this, she would recommend that the Commission amend the resolution to read 25 percent of gross sales.

* * *

6. Policy and Major Operational Decisions (continued)

The following matter was discussed but a decision postponed to a future meeting:

(6) SamTrans/Airporter Merger.

Resolution revoking Commission Resolution No. 80-0212, opposing the proposed acquisition of SFO Airporter, Inc. by SamTrans, and ordering Director and staff to take necessary action to assure the maintenance of high level and high quality of service through this combined operation.

Mr. Heath said that a few Commissioners had indicated a desire to have more time to look at this matter. He said that there were a number of people present from SamTrans and Airporter to testify.

Commissioner Kadish said that if the various memoranda which the Commission had received were correct, then the Commission could do nothing but accept the merger. If the Commission had no choice but to accept the merger, then why was it coming before the Commission.

Mr. Heath said that the Commission's action would be purely advisory.

Mr. Tom Richie of the Chauffeurs union, said that his concern was that his members not be adversely affected by the merger. He said that Mr. David Miller, General Counsel for SamTrans, had assured him that there would be no adverse effects and that Mr. Leonoudakis would continue to operate the business as he did at present.

Mr. Miller said that the whole question began when Airporter contended that service rendered by SamTrans was in competition with Airporter. He said that SamTrans has met with both Airporter and Airport staff. He said that SamTrans had been encouraged by UMTA (the Federal Urban Mass Transportation Administration) to consummate the merger.

Mr. Miller said that under the agreement, SamTrans would lease Airporter equipment. He said that regarding Mr. Richie's comments, Airporter's collective bargaining agreements would remain in tact. He said that service levels would remain the same and bus identification would remain the same. He said that the difference would be that SamTrans would aggressively market the service. He said that SamTrans would start a club bus service for employees.

Mr. Miller said that SamTrans would like the Airports Commission to repeal its resolution of September 2, 1980 and substitute a resolution of support.

Commissioner Kadish asked Mr. Miller if the Commission did not pass a letter of support, would service deteriorate.

Mr. Miller said that it would not.

6. Policy and Major Operational Decisions (continued)

(6) SamTrans/Airporter Merger (continued)

Commissioner Goosby asked if SamTrans was under San Mateo County.

Mr. Miller said that it was not. He said it was created by state law as a special district.

Commissioner Fleishell asked Mr. Heath what the Airport earned annually from Airporter.

Mr. Heath answered that the Airport received \$365,000 from Airporter last year, but it would be down this year.

Commissioner Fleishell asked if the Airport's income would decrease further with the lower fares SamTrans would charge once it took over Airporter.

Mr. Heath said that there would not be an immediate impact because SamTrans operations would continue. He said that in the long run, however, he could not predict.

Commissioner Fleishell said that under the terms of the proposed suit settlement with the airlines, the City would share in the gross revenues of the Airport. He said that his concern was that 'down the line', when the present Airporter contract expires, there probably would not be a bid on it and this might affect revenues.

Mr. Miller said that SamTrans would like to see the income preserved. He said that it was the intention of SamTrans to encourage people who carry bags to ride the Airporter. He said that SamTrans would not be having a bus to carry baggage.

Commissioner Fleishell asked what legal assurances the Airport would have.

Mr. Miller said that SamTrans, under the terms of the Airporter agreement, would have to maintain certain standards.

Commissioner Fleishell asked if staff had seen all the contracts.

Mr. Miller said that staff had seen all the documents.

Commissioner Fleishell said that he had been told that staff had not.

Mr. Miller said that Airport staff is welcome to see any document.

Commissioner Fleishell said that he was concerned about what happens to the terms of the agreement when the current contract expires in a few years.

Mr. Miller said that the Airport and SamTrans should talk about that.

Commissioner Fleishell said that the bookkeeping is very important because the City will probably receive a percentage of the Airport's non-airline revenues.

6. Policy and Major Operational Decisions (continued)

(6) SamTrans/Airporter Merger (continued).

Mr. Miller said that SamTrans remains willing, able and anxious to meet with the Airport.

Commissioner Kadish said that she concurred completely with the questions raised by Commissioner Fleishell. She said that this was beginning to look like a very one-sided proposition. She said that the Airport currently pays \$13.5 million in taxes to San Mateo County. Now all the transportation was going to be run by San Mateo County. She said that she wanted to see all the details of the proposed agreements.

Mr. Maurice Klebolt, President of the Citizens Advisory Committee on Transportation to the Board of Supervisors, said that contrary to what Mr. Miller had told the Commission, the Airports Commission did have authority to control public transportation on its property. He said that the money being used to bail out Airporter would probably, ultimately come from San Mateo taxpayers.

Commissioner Goosby asked Commissioner Fleishell why he did not think there would be anyone who would bid on the service once the current contract ran out.

Commissioner Fleishell said that probably there would be no one to bid because of the declining number of passengers.

Commissioner Goosby asked if SamTrans would bid on the Airporter service when the current agreement was up.

Commissioner Fleishell said that they would not have to bid.

Mr. Heath said that SamTrans would be able to acquire buses using their federal subsidy. He said that if the Airport finds that SamTrans is not offering the kind of service it wants, the Airport would be left with no alternative.

Commissioner Goosby asked if the Airport did not have some control as to whether SamTrans had access to the Airport. He said that the Commission might not be able to deny them access, but it could charge them fees.

Commissioner Fleishell said that there were a number of questions which need to be looked into.

Commissioner Goosby said that he thought the Commission ought to look seriously at the issues and be sure that the City was protected.

Commissioner Kadish said that she thought that the Commission should be concerned with protection of the City's interest and not just cooperation with our neighboring county.

Mr. Heath said that he understood it was the Commission's desire that a letter be sent to the PUC, inquiring as to their interest in the bus operations at the Airport.

* * *

6. Policy and Major Operational Decisions (continued)

The following resolution was unanimously adopted:

(2) Revision to Small Business Enterprise Policy.

No. 81-0030

Resolution modifying definition of Small Business Enterprise to clarify means of qualifying bidders.

Mr. Heath said that in staff meetings with prospective bidders for concessions, a few problems with definitions have emerged and this resolution would clarify them.

* * *

The following resolution was unanimously adopted:

(4) Contract Amendment No. 2, O'Brien-Kreitzberg & Associates Professional Services Agreement - \$290,000.00. Controller to Certify \$150,000.

No. 81-0031

Approval of the third 12-month period budget for O'Brien-Kreitzberg & Associates as required by the contract. O'Brien-Kreitzberg & Associates provides scheduling, cost control and progress reporting, for the administration of the M & R Program. The proposed budget is \$290,000 which includes \$140,000 of unexpended balance from last year's budget. Controller to certify \$150,000.

Commissioner Fleishell asked if the staff could control the contractor's performance.

Mr. Heath said that Mr. Jason Yuen supervises them and they are only called on when the Airport needs them.

* * *

The following matter was discussed but a decision postponed to a future meeting:

(5) Award of Contract No. 996R, \$344,487.00.

Resolution awarding Contract No. 966R, to Delta Starr Electric Company, 3580 Haven Avenue, Redwood City, CA., in the amount of \$344,487.00 under Alternate "A".

6. Policy and Major Operational Decisions (continued)

(5) Award of Contract No. 966R (continued)

Mr. Heath said that five bids had been received on this contract. Airports staff had selected the low bidder, but HRC (Human Rights Commission) staff had indicated that neither the low bidder (Rosendin) nor the second low bidder (Abbett) had qualified as far as the human rights requirements were concerned. He said that he believed this matter deserves consideration by the Airports Commission. He said that Rosendin might appeal the HRC staff decision to the full HRC.

Commissioner Fleishell said if there was going to be an appeal by a bidder, the Airports Commission should not hear anything at the present time.

Mr. Grant Mickins, HRC Director, said that in this type of case, there was no right of appeal. He said that HRC staff had the responsibility to determine if a bidder was complying with necessary requirements.

Mr. Heath said this was the first he had heard this interpretation. It would mean that the Airports Commission was bound by the findings of HRC staff. He said the Airports Commission had responsibility under the Charter to award contracts to the lowest responsible bidder.

Commissioner Fleishell said that this seemed to go to the heart of the problems facing the Airports Commission and he would like advice from Airports Counsel.

Mr. Mickins said that the City Attorney had advised HRC that as a matter of being fair, a hearing might be granted, but there was no inherent right of a contractor to a hearing.

Commissioner Fleishell said that the Airport wanted to avoid any disagreement with another City agency.

Mr. Mickins said that the purpose of Section 12B was to vest in one agency the responsibility to protect certain groups.

Commissioner Goosby said that the suggestion had been made that HRC's word in these matters was final.

Commissioner Bernstein said that the Airports Commission should put off a decision in this matter.

Mr. Fred Green of Rosendin Electric said that he had no quarrel with HRC but he felt that the same criteria should be used in judging all contractors. Mr. Green said that HRC had decided to certify a bidder that also did not meet the necessary criteria.

Mr. Heath said that there appeared to be some very serious questions to be resolved.

* * *

7. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (7) Declaration of Emergency, Emergency Roof Repairs to Qantas Hangar, Airborne Freight Office Building, Air California Hangar Office, Eastern Airlines Maintenance Facility, \$105,950.00.
- No. 81-0032 Resolution ratifying the action of the President of the Commission declaring an emergency to initiate immediate repairs to severely damaged airport building roofs as a result of high winds and heavy rains on the night of January 27, 1981.
- (8) Out-of-Town Travel, AOCI Technical Committee Meeting.
- No. 81-0033 Authorization for L. A. Turpen to attend AOCI Technical Committee Meeting in Houston, Texas.
- (9) Approval of Professional Services Agreement, Stevens and Associates, Architect, \$38,400.00.
- No. 81-0034 Approval of professional services agreement with Stevens and Associates for architectural and engineering services for Contract No. 1219 - Demolition of Pier "D" and Connector.
- (10) Award of Contract No. 1329, Renumbering of Piers F, FF, and C Gates, \$14,464.00.
- No. 81-0035 Resolution awarding Contract No. 1329, Renumbering of Piers F, FF, and C Gates, to Panad Division of Northern Neon Company, 2230 Palou Avenue, San Francisco, CA 94124, in the amount of \$14,464.00.
- (11) Modification No. 2 and Completion of Airport Contract No. 1270, Remodeling U.S. Inspection Facilities, \$11,169.
- No. 81-0036 Resolution accepting the work performed under Airport Contract No. 1270, Remodeling U.S. Inspection Facilities, as satisfactorily completed; extending the completion date from August 2, 1980 to November 19, 1980; assessing liquidated damages of \$1,000.00; approving and requesting the Controller's certification of credit Modification No. 2 of \$797.33; and approving final payment of \$11,169.00 in favor of the contractor, Anderson Constructors, Inc., 330 First Street, San Francisco, CA 94105.

7. Consent Calendar of Routine Administrative Matters(continued)

- (12) Tenant Improvement - American Airlines,
North Terminal Inbound/Outbound Baggage Systems,
Phase 1, \$1,000,000.

No. 81-0037

Resolution approving plans and specifications for design, fabrication and installation of inbound/outbound baggage systems. All work will be done by American Airlines at their own and sole expense.

Commissioner Goosby asked in relationship to Item (7) if there was any dollar limit on emergency expenditures.

Mr. Heath said that there was none.

Commissioner Goosby asked if the Adams Roofing Company had done other work for the Airport.

Mr. Robert Lee, Deputy Director for Facilities Engineering and Maintenance, said that they had done other work for the Airport and had been selected on a bid basis.

* * *

8. Consent Calendar of Contract Modifications.

There were no items on this Calendar.

* * *

9. Trailing Calendar of Old Business.

There was no discussion of items on the Trailing Calendar.

* * *

10. Adjournment of Meeting.

There being no further business before the Commission, the meeting was adjourned at 3:45 P.M.



Eric Craven
Commission Secretary.

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, March 17, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, March 17, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, March 17, 1981

1. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:04 p.m., Room 282, City Hall, San Francisco, California.

* * *

2. Roll Call:

Present: Commissioners Morris Bernstein,
Ruth S. Kadish, Z. L. Goosby,
J. Edward Fleishell*.

Absent: Commissioner William K. Coblentz.

* * *

3. Adoption of Minutes:

There were no minutes before the Commission for consideration.

* * *

4. Director's Reports:

(A1) Human Rights Commission Action.

(See also, pps. 5-6 below)

Mr. Richard Heath, Director of Airports, said that the HRC had adopted a motion sustaining the HRC Director's recommendation that Contract 1200B (3) be awarded to Williams and Burrows. He said that since the Airports Commission had already awarded the contract to Williams and Burrows the only remaining action was to continue processing the contract.

* * *

*Commissioner Fleishell arrived at 2:13 p.m. during discussion of Item (1).

4. Director's Reports (continued)

(B1) Interim Financing.

Mr. Heath said that the Airlines Airport Affairs Committee will be meeting to discuss interim financing for the Airport's capital program.

* * *

(C1) New Concessions.

Mr. Heath said that bids for new concessions have been opened in the past few days. He said that the day before bids for the California Shop had been opened; for the personalizing shop, two bids had been received; the morning of the Commission meeting, bids were supposed to be received for the perfume shop, but none were forthcoming; and lastly, bids for the bead concession were to be opened the afternoon of the Commission meeting. He said that the staff will look at ways to restructure the perfume shop bid.

* * *

(D1) 1981-82 Budget.

Mr. Heath said that Commissioners had received copies of a memorandum on the 1981-82 budget. He said that Deputy Mayor Nothenberg had reduced the Airport budget by \$2,000,000.

Mr. Heath said that if the Charter amendment is passed in November, the staff would have to come back to the Airports Commission for a \$2 million supplemental appropriation.

* * *

(1) Ground Transportation Rules.

Mr. Heath said that following the Public Hearing held two weeks ago, staff would like to receive Commission comments regarding changes in the Rules. He said that he proposes to come back to the Commission on April 7 with final recommendations which will incorporate any recommendations the Commission would make at this time. He said that some people wish to be heard regarding the regulations.

Commissioner Bernstein said that while it was out of order to hear more testimony, inasmuch as the Commission had a Public Hearing at the last meeting and people had testified at that time, he felt that the Commission should extend the courtesy to people who want to make statements.

Mr. Raoul Rodriguez, President of the Independent Cab Drivers Association, said that the taxi drivers needed the Commission's support to get some of the proposed rules changes. He said that there were rules with which

4. Director's Reports (continued)
(1) Ground Transportation Rules (continued)

his group could not live, especially elimination of the short line, very heavy fines and not being allowed to leave their cabs while waiting. He said that if the new regulations were adopted, the good drivers would probably leave the business and the Airport would be left with drivers who were not professionals. He said that if he or any members of his Association could provide any information to the Commission, he would be happy to.

Commissioner Goosby said that he wished to commend the thoroughness with which the staff had approached the new regulations. He said though that the staff should talk with more than just the four large cab companies for input. He said that it seemed the staff was penalizing all the cab drivers because of a few individuals. Nonetheless, he said that if staff wanted to try their proposed regulations for a period of one year, he was inclined toward allowing the regulations to be tried out.

Commissioner Goosby said, though, that there were a few points he would like to bring up. He felt that if the cabs were going to have to be inspected, all vehicles should be inspected. He felt that cab drivers should be allowed to leave their cabs while they were waiting. He said that perhaps there should be different rules regarding picking up passengers on the upper roadway. There should also be some way so that cabs who were waiting at one terminal do not end up getting rides after cabs who arrived later than they had. He said that he had more specific suggestions that he would forward to staff.

Commissioner Kadish said that she agreed with many of the points made by Dr. Goosby. She said that if there was to be no alteration to the rule regarding pick up of passengers, then there should be signs so that passengers know they cannot get cabs on the upper level. She said that she understood that the rule not allowing cab drivers out of their cabs would be altered. She said that she felt the one million dollar liability insurance requirement was too high. She said she understood that the problem relative to the short-haul was going to be solved by the substitution of a minimum fare. She said she hoped that there would be a taxi council to help with the rules. She said that simultaneously with the development of taxi rules there should be procedures for screening starters. And there should be rules and regulations for starters. Commissioner Kadish said that there was an inequity if a cab without a two-way radio could take a fare to the Airport, but could not pick up a fare at the Airport to bring back to the City.

Commissioner Fleishell said that most of the comments made have been incorporated in the revised draft of the rules and regulations.

Commissioner Goosby said that the whole fine schedule needs to be looked at because some of the fines appear punitive and harsh. He said that it is the Airport's intention to have people obey the rules, not to drive them off the Airport. He said that buses and vans are charged \$100 a month and he wondered how equitable the charge to cab drivers was in light of that monthly charge for vans.

Director's Reports (continued)

(1) Ground Transportation Rules (continued)

He said that the rules and regulations should spell out who will be making the safety inspections and exactly what is to be covered in the inspections. He said that the inspection procedure could easily lend itself to capricious enforcement and be used as a means to get rid of the so-called troublemakers. Commissioner Goosby said that he felt it was good that the appeal procedure was written into the rules and regulations, although he felt that the Commission should be able to review decisions reached by the appeals body.

Commissioner Bernstein said that he had been invited to see the conditions under which cab drivers worked and he was planning to go and look at them.

A member of the public asked Commissioner Goosby what he meant when he said that he would be willing to give the elimination of the short line a trial.

Commissioner Goosby said that because of the time and effort staff has put into developing the proposed regulations, if staff felt that the short haul should be eliminated, he would be willing to give that elimination a one year trial period.

The same person from the audience said that if there were a one year trial period, it would eliminate a lot of cab drivers.

Mr. Heath reminded everyone that the issue was before the Commission as a discussion item and no action was being taken at the present time. He said that the proposed regulations would be distributed to people before they were brought to the Commission for a final decision.

* * *

(A1) Human Rights Commission Action

(Continued from p. 2)

Mr. Grant Mickins, Director of the Human Rights Commission, said that he was available to answer any questions the Airports Commission might have. He said the full HRC had heard the Contract 1200 B(3) matter and had rescinded its earlier action that the Contract not be awarded to Williams and Burrows.

Commissioner Fleishell said that the fact that the HRC had reversed its decision did not really begin to deal with the problem of how to make sure that the same situation does not occur again. He asked what the HRC was doing so that there would not be a recurrence, now that the Mayor had directed the Commission to reverse its decision. He said that many businesses would not deal with the City because of these kinds of problems.

Mr. Mickins said that the Mayor had not directed the Commission to change its position, but the Commission had reconsidered the matter and come to a decision. He

Director's Reports (continued)

(A1) Human Rights Commission Action (continued)

said that HRC had handled many Airport contracts without there being any problems.

Commissioner Kadish noted that at least the HRC staff's recommendation was vindicated.

Mr. Mickins said that that was correct. The original HRC staff recommendation had been upheld by HRC's recent action.

Commissioner Goosby said that many members of the community have contributed to the coffers of the City and he was sure that the members of the Airports Commission want to encourage the HRC to continue its diligent work.

Commissioner Caryl Mezey of the Human Rights Commission said that she wished to clarify that the HRC had not changed its position at the Mayor's direction, but rather decided to uphold the original staff recommendation. She said HRC's concerns were not over three letters, but over what HRC considered to be 'good faith'. She said that there had been some allegations that one of the subcontractors was not a bona fide minority firm, but the Commission decided that existing HRC procedures were sufficient to deal with that potential problem, if, in fact, it was a problem. She said that HRC was very concerned about undermining staff efforts.

Mr. Grandvel Jackson from the NAACP asked if existing procedures would continue whereby HRC continued to approve contracts.

Commission Bernstein said that they would.

* * *

(2) Recent Developments Concerning the Airport Art Program.

Consideration of this item was moved to the Executive Session.

* * *

Items Initiated by Commissioners.

(2A) Performance of Contractors Under the North Terminal Cleaning Contract.

Commissioner Kadish said that she would like to have a report on how American Building Maintenance was performing on their contract. She said that she would like to have the matter put on the Trailing Calendar.

* * *

Items Initiated by Commissioners (continued)

(2B) Arriving International Passengers and 'Red Door/Green Door' Procedures.

Commissioner Fleishell said that San Francisco International Airport could possibly be chosen as a trial airport for 'red door/green door' procedures and he would like to see that occur. He said that 'red door/green door' procedures were when people who have nothing to declare go to a 'green door' and those who do have something to declare go to a 'red door'. He said that the procedure speeds up customs processing.

* * *

(2C) Merger of Customs and Immigration.

Commissioner Fleishell said that he would suggest that the Commission support the notion of merging Customs and Immigration as far as arriving passengers are concerned. He said that when a plane arrives, some people go to Customs and a lot line up at Immigration. Once the immigration work is done, the Immigration people do not have anything to do until the next plane arrives, but they could, if trained and given authority, help out the Customs people. He said that the merger of the two services had been successfully tried elsewhere and he suggested it be tried at San Francisco Airport.

* * *

(2D) College Art.

Commissioner Fleishell said that he had recently seen some art displayed at a meeting and he wondered if it might not be good to display some of it at the Airport. He wanted to know who he should contact on the Airport staff to arrange for its possible display.

Mr. Heath said that Ms. Elsa Cameron should be contacted.

* * *

Agenda Items Involving Airport Policies or Major Operational Decisions.

The following resolution was discussed, but no action taken:

(3) Airport Parking Revenue Analysis - Five-Year Plan.

Resolution adopting an overall methodology for setting revenue goals for Airport parking operations (FY 82-86).

Mr. Heath said that at a previous meeting staff had presented its Parking Revenue Analysis and suggested that the Commission adopt the policy of receiving a constant dollar per enplaned passenger from its parking facilities.

(3) Airport Parking Revenue Analysis (continued)

Commissioner Fleishell said that receiving revenue on the basis of enplaned passengers was not a concept he had ever supported. He said that if one had a facility, one would not have the rate determined by the number of people using that facility.

Mr. Peter Singer, Deputy Director for Business and Finance, said that that was one way of setting rates.

Commissioner Goosby said that number of enplaned passengers could be one factor in establishing the rate; but it helped him to compare San Francisco's charges with other airports doing the same amount of business. He said that he had questions regarding the equipment. He asked if the current equipment was adequate.

Mr. Singer said that there had been a delay in selecting new equipment until the garage was completed.

Commissioner Goosby asked about what would happen with roof parking and courtyard parking.

Mr. Singer said that after the rehabilitation of the Central and South Terminals, courtyards will be available only for service vehicle and bus parking and the roofs were the areas where vehicles now parking in the courtyards would go.

Commissioner Goosby asked if the connectors between the terminals would take up some of the courtyard space.

Mr. Singer said that that was true and some of the current courtyard space would also be used by the airlines for baggage make-up once the rehabilitation of the terminals was completed.

Commissioner Kadish asked about a study of valet parking users. She said that the conclusions extrapolated from the survey were questionable. She said that the questions were constructed in rather casual ways, so she questioned the conclusions.

Mr. Singer said that he too felt the questionnaire was not rigorously constructed.

Commissioner Fleishell said that he had no quarrel with the idea of raising rates by a certain percent, but he felt that adopting a policy should be done after settlement of the airlines suit.

Mr. Singer said that staff needed a policy so that it could have a basis upon which to recommend a certain rate.

Commissioner Fleishell said that what Commissioner Goosby had said was important: the Airport must be in harmony with other airports in the U.S. He said that other revenue generating centers, such as money from taxis, would probably change. He said that he felt setting any policy should wait until the lawsuit was settled.

Policy and Major Operational Items (continued)

(3) Airport Parking Revenue Analysis (continued)

Mr. Singer said that it would be good to have a policy when the Airport goes to set landing fees next year.

Commissioner Fleishell said that he didn't question the need to set new parking rates, he just questioned the timing.

Mr. Singer said that he would be happy to defer this item to any time when the Commission would consider it appropriate.

Commissioner Kadish said if the revenue control system is outdated, staff might move ahead with attempting to improve that equipment.

Mr. Singer said that his office was putting together an RFP (request for proposal) about the revenue control system.

Commissioner Bernstein said that the Commission should put off consideration of the matter.

Commissioner Fleishell said that the second rough draft of the Memorandum of Understanding with the airlines had just been completed and the cost centers were one of the major questions to be dealt with.

* * *

The following resolution was unanimously adopted:

(4) Increased Use of "Quiet 7" Departure.

No. 81-0057

Resolution supporting Airline Pilots Association position for the installation by the Federal Aviation Administration of a permanent weather station and additional lighting on San Bruno Mountain.

Mr. Heath said that there had been controversy between the Airline Pilots Association and the FAA regarding placement of more lights and a permanent weather station on San Bruno Mountain. He said the pilots feel these are necessary to increase safety. He said it was his recommendation that the Commission go on record supporting the installation of these facilities.

Mr. Walter Birkelo, City Manager of South San Francisco, said that South San Francisco had worked to get a temporary weather station on the mountain. He said that he felt it was necessary to retain the station permanently. He said that he also supported the installation of lighting on the mountain.

* * *

6. Policy and Major Operational Items (continued)

The following item was removed from the Calendar:

(5) Personnel Salary Inequities.

Resolution urging Civil Service Commission to adjust rates of pay for certain Airport Commission employees.

* * *

The following resolution was unanimously adopted, as amended:

(6) Support of Assembly Bills Raising Maximum Bond Interest Rates from 10 to 12 percent.

81-0058

Resolution expressing approval of increasing the maximum interest payable on bonds issued by local government agencies from 10% to 12%.

Mr. Heath said there were two bills in the State Assembly to allow for raising the interest rates on revenue bonds.

Commissioner Fleishell said that he thought the Airports Commission resolution should indicate that the Commission is in favor of the idea of raising the interest rates rather than supporting any partisan bill.

Commissioner Goosby asked if the City had a lobbyist in Sacramento and whether that lobbyist kept in touch with the Airport.

Mr. Heath said that the City's lobbyist did.

* * *

7. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

(7) Out of Town Travel.

No. 81-0059

Approving Director's attendance at three day seminar of the American Society for Public Administration in Santa Ana, California, commencing March 30, 1981.

Rental Credit - Inland Empire Airlines

(9) No. 81-0060

Resolution authorizing a rental credit to Inland Empire Airlines for work done in the North Terminal Building.

7. Consent Calendar (continued)

(10) Republic Airlines Signage.

No. 81-0061

Republic Airlines: Sign installation over their hangar located adjacent to the Airports Commission Maintenance Building. All work to be done at their sole expense and without rental credit.

(11) Travel Request - AOCI International Airports Conference.

No. 81-0062

Requesting Commission approval for two people to attend AOCI International Airports Conference in Lisbon, Portugal, from June 24-26, 1981.

* * *

7A. Items Removed from Consent Calendar

The following resolution was adopted 3 ayes (Bernstein, Goosby, Fleishell) to 1 nay (Kadish):

(8) Approval of Attendance at Conference of American Association of Airport Executives (AAEE).

No. 81-0063

The national conference will be held May 10-13, 1981 in Reno and deals with a wide range of airport and aviation matters.

Ms. D. J. Soviero, President of the S.F. Chapter of the National Women's Political Caucus, said that she felt the Commission was making a mistake regarding this item because Nevada had not ratified the equal rights amendment so that travel to meetings by City employees was prohibited pursuant to a Board of Supervisors resolution.

Commissioner Kadish said that her memory of the Mayor's statement was that there was no reason to support any state that had not supported the ERA.

Ms. Soviero said that she had checked with the Controller's Office and exceptions to the Board of Supervisors resolution fall under categories such as City officials going to bring back prisoners and similar types of travel.

Mr. Heath said that one of the Airport's problems is that it is not able to choose where these meetings are held. He said that staff was not hurting a state by not going there, but rather hurting the Airport.

Ms. Soviero said that she had spoken to the AAEE and asked if any objections had been raised. She suggested that the Commission had a responsibility to speak out when plans were being made as to where these meetings were to be held. She distributed a list of the states that had not yet ratified the ERA.

* * *

Trailing Calendar

There was no discussion of the item on the Trailing Calendar.

* * *

Adjournment of Meeting into Executive Session.

There being no further business before the Commission, the meeting was adjourned to go into Executive Session at 3:39 p.m.

A handwritten signature in dark ink, appearing to read "Eric Craven". The signature is fluid and cursive, with a large initial "E" and a long, sweeping underline.

Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, April 7, 1981

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COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING
Tuesday, April 7, 1981

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Calendar Section	Agenda Item	Title	Resolution Number	Page(s)
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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, April 7, 1981

1. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:02 p.m., in Room 282, City Hall, San Francisco, California.

* * *

2. Roll Call:

Present: Commissioner Morris Bernstein,
William K. Coblentz**, Ruth S.
Kadish, Z. L. Goosby*, J. Edward
Fleishell.

Absent: None.

* * *

3. Adoption of Minutes:

The following resolution was adopted by order of the
Commission President:

No. 81-0065 Resolution adopting the Minutes
of the February 17, 1981 and
March 17, 1981 Airports
Commission meetings.

* * *

* Commissioner Goosby arrived at 2:04 PM during discussion of
Item (2).

** Commissioner Coblentz arrived at 3:07 PM during discussion of
Item (5).

4. Announcement by Commission Secretary:

Eric Craven, Commission Secretary, read an announcement of items adopted in the Executive Session (which announcement is attached and included by reference).

* * *

5. Special Item:

The following item was adopted by order of the Commission President:

- (1) Commendation to Host International, Inc. - International Room Awards.

No. 81-0066

Resolution commending Host International, Inc.'s receipt of awards from the Society of Bacchus and the International Food Service Executives Association for excellence in food, drink, and service in the International Room.

Mr. Heath said that Host had improved its operation, and as a result, they had received the two awards.

Commissioner Kadish said she felt it was a pleasure to go to Host now and it was great that Host was continuing its improved service even in the face of diminishing activity in the Central Terminal.

* * *

6. Director's Reports.

There were no Director's Reports on the Calendar.

* * *

7. Items Initiated by Commissioners:

The following items were unanimously adopted:

- (2) Request that U.S. Customs Service elect San Francisco International Airport as a site for the Testing of the Red Door/Green Door Procedure.

No. 81-0067

Resolution requesting U.S. Customs Service to select SFIA for test of Red Door/Green Door processing procedure.

Mr. Heath said that as a result of some meetings with Customs people and drug enforcement people, staff has asked that SFIA be a site for testing procedures which would expedite the processing of international passengers. He said that the currently proposed resolution was somewhat different from the prior resolution considered by the Commission.

Commissioner Fleishell said that the suggested resolution was a reasonable compromise. He said that the Airport just wanted to expedite the movement of international travelers.

* * *

The following resolution was unanimously adopted:

- (3) Purchase of Luggage Carts for Customs Baggage Claim Area.

No. 81-0068

Resolution - Authorization to spend a maximum of \$4,750 to purchase new style luggage carts for use in the Customs Baggage Claim Area.

Mr. Heath said that this item had been initiated by Commissioner Fleishell, who pointed out that luggage carts in the Customs were not sufficient to carry the large volume of luggage that international passengers have. He said that staff had looked into the question and recommended that 53 carts be purchased.

Commissioner Fleishell said that when the luggage cart contract was originally approved, the winning bidder was supposed to provide 100 carts for the area. He said that the winning bidder should pay for the carts or provide the 100 carts needed or give the Airport the money to purchase the carts. He said that this was a legal question and he felt Airport General Counsel, Don Garibaldi, should be involved.

7. Items Initiated by Commissioners (continued)

(3) Purchase of Luggage Carts (continued).

Commissioner Bernstein said he felt Commissioner Fleishell should be complimented for taking the initiative on this matter.

* * *

8. Agenda Items Involving Airport Policies and Major Operational Decisions.

The following resolution was unanimously adopted as amended:

(4) Motor Vehicle Operation on Airport.

No. 81-0069

Part 1.4 of the Airport Rules and Regulations regarding the control of the Airport roadways, specifically, the operation of taxicabs, courtesy vehicles, limousines, buses and vans, has been revised and an appropriate resolution is attached and recommended for approval.

Commissioner Goosby moved adoption of the item except for the fine schedule.

Commissioner Bernstein asked what effect that would have.

Commissioner Goosby said that the rules and regulations would be adopted except for specific fines.

Mr. Heath said that a fine schedule was needed.

Commissioner Goosby said that the fine schedule could be adopted at a later date.

Commissioner Kadish asked about page two of the cover memorandum, noting that the memorandum as written did not make provision for the possibility that the S.F. Board of Supervisors would not approve the revised short haul system.

Commissioner Goosby said that there should be an appeal process in the regulations.

Mr. Louis Turpen, Deputy Director for Operations and Maintenance, said that the appeal process had been eliminated and that the fine schedule and court system would determine the guilt or innocence of any accused violator.

8. Policy and Major Operational Decisions (continued)

(4) Motor Vehicle Operation on Airport (continued)

Commissioner Goosby said that people who wished to address the Commission would still be free to do that.

Commissioner Kadish said that number 7 in the cover memorandum interested her because it said that the Airport had established a procedure for screening taxi starters.

Mr. Heath said that this was a matter which should not be made public.

Commissioner Kadish said that the Commission, however, should know what the procedures are.

Dr. Nancy Jewell Cross, a transportation designer and developer, said that she would like to address the Commission.

Commissioner Bernstein said that the public hearing had already taken place and he was concerned that if he let Dr. Cross speak, he would have to let all others speak. But, nonetheless, he felt that he should let her speak for a few minutes.

Dr. Cross said that all vehicles that routinely use the Airport, not just taxis but including buses, should have twice yearly emission checks.

Commissioner Kadish said she thought the point that Dr. Cross made was significant and perhaps it should be placed on the agenda as a Trailing Calendar item.

Commissioner Goosby said he has already voiced his opinion regarding the fine scheduled.

Mr. Heath said that he hoped the fines would be so that people would be deterred from violating the regulations.

Commissioner Goosby said that he felt a twenty or twenty-five dollar fine for double parking was too high and here the Airport was going to set that fine at fifty dollars. He said that it was his feeling that one could get compliance with lower fines.

8. Policy and Major Operational Decisions (continued)

(4) Motor Vehicle operation on Airport (Continued)

Commissioner Fleishell said that it might be helpful to know that some of the fines were agreed on after meeting with the presiding judge of San Mateo County.

Commissioner Kadish said that half the money from the fines go to San Mateo County so she could see why they would want high fines. She said she did not want to be part of any fine that was punitive.

Mr. Heath said that he would suggest, then, that all the fines be dropped because fines were punitive by their very nature. He said that one thing that had been absent was comments from passengers that use the Airport. He said that the Commission had only heard one side of the question.

Mr. Turpen said that the fines were punitive and they were intended to be punitive. He said that they were designed to discourage people from making idle threats about blocking Airport roads.

Commissioner Goosby said that the Airport would not have more personnel, so what difference would it make if the fines were higher because the Airport would not be able to give out more tickets.

Mr. Turpen asked if it was worth it for a cab driver to jump the cab lot when the driver would get a \$300 fine. He said that he did not think it was.

Commissioner Goosby said that he was not arguing the necessity of fines but rather the level of the fines.

Commissioner Fleishell asked if the matter of fines could not be put over to enable the director and staff to see if there was not some point of consensus at which the differing views could meet.

Commissioner Bernstein felt that a five hundred dollar fine would be too high for a cab driver.

* * *

8. Policy and Major Operational Decisions (continued)

The following resolution was adopted, 3 ayes (Bernstein, Kadish, Goosby) to 1 nay (Fleishell):

(5) North Terminal Concession Development, Phase 3, General Plan.

No. 81-0070

Resolution authorizing Director of Airports to proceed to develop bid specifications for three new concessions areas in North Terminal; 1) Entertainment Center, 2) Cookies Store, and 3) Oriental Gift Store.

Mr. Heath said that for the west end of the North Terminal, staff is recommending three concessions.

Commissioner Kadish said that she had some thoughts about the oriental gift store. She said that there were a great variety of gift stores on Grant Avenue in Chinatown. She said there had to be some more specific details regarding the type of gift store that was being recommended because she did not want anything but a high class operation.

Mr. J. Peter Singer, Deputy Director for Business and Finance, said that the resolution before the Commission was only to authorize staff to proceed and the item would be brought before the Commission again for final approval.

Commissioner Fleishell said that he would vote no. He said that the Airport had no general plan, but rather just a hodge podge of shops.

Mr. Larry Pearson, owner of the Pacific Cookie Co. of Santa Cruz, said that he had received the pre-bid information and had been investigating the possibility of bidding on the cookie kiosk in the North Terminal for a month and a half. He said that a cookie shop had to exist in a large traffic area because a cookie operation was a 'low ticket' operation. He said the proposed location near gates 89 and 90 was a low traffic area. He said that a Hub location would get 4 1/2 to 5 times the traffic that the proposed area would get. He said that he would be interested in bidding on a shop in the hub area, but not in any other area. He said that he had developed a modular concept so that he could produce fresh baked cookies in 150 square feet. He said that staff would not alter its plan so he had to come to the Commission. He commended the Commission for giving small business an opportunity to compete at the Airport. He said that Host's entrance into the cookie business would definitely mean the end of any possible success for a cookie concession except in the Hub area.

8. Airport Policies and Major Operational Decisions (continued).

(5) North Terminal Concession Development Plan (continued)

Commissioner Bernstein said he was sure that some of the objections might be valid but the Airport was not running a shopping center. He said if the Commission was interested only in revenue, it would probably ask Mr. Pearson where the best location for a cookie kiosk was and use that suggestion. He said that the primary business of the Airport was taking care of passengers.

Mr. Heath said that he thought it was appropriate to make a decision as to where the kiosk should go in the terminals. He said that it might also be valuable to hear the reasons for moving the concession from the hub.

Mr. Singer said that it had been anticipated that approximately 3 quarters of United's passengers would be going through the Hub area. But there had been enormous declines in United's traffic so that United was now running many more of its flights out of the frontal gates instead of the gates on Piers H and I. This has meant that the concessions on those piers and in the Hub were finding it very difficult to operate successfully. Additionally, the Fire Marshall did not want additional concessions in the Hub because they might block easy passage in an emergency.

Commissioner Kadish asked why the possibility of cookies being fresh baked had been rejected.

Mr. Singer said that the idea had not been. He said that staff hoped it would be feasible so that the aroma of baking cookies would permeate the area.

Commissioner Kadish asked about Host and their projected cookie sales concession.

Mr. Singer said that Host's operation would be a combination ice cream and cookie store and the cookie operation would be subcontracted out.

Mr. Heath said that the Airport's experience indicates that gift shops will succeed almost anywhere but it was difficult to develop a mix of different types of shops that would succeed.

* * *

8. Policy and Major Operational Decisions (continued)

The following resolution was unanimously adopted:

(6) Airport Shuttle Bus Service.

No. 81-0071

Resolution approving new 10-year agreement.

Mr. Heath said that Commission approval of the proposed resolution would allow staff to go out to bid for a new ten year agreement. He called attention to an error in the memo regarding wheelchair lifts; he noted that the buses were not going to be required to provide these lifts.

Commissioner Kadish asked if there would be signs posted so that people in wheelchairs would be able to get in contact with appropriate transportation.

Mr. Heath said that there would.

Commissioner Coblentz said that the Airport currently has a month-to-month agreement with Mr. Leonoudakis and Commissioner Coblentz wondered if Mr. Leonoudakis were the low bidder for the shuttle bus service, whether he would be eligible to get the contract since Mr. Leonoudakis appears to be substantially in arrears in payments on the Airporter contract.

Mr. Heath said that the Airport had been promised for a long time that the arrearage would be made up but it has not been. He said that the Airport should set a deadline.

Commissioner Coblentz asked if the Commission has the right to prohibit such a party from bidding. He asked if the Commission could disqualify that party.

Mr. Garibaldi said that it depended on who was responsible, an issue that should be resolved after all the facts had been presented.

Commissioner Coblentz asked if it should happen that the party that was in arrears was also the top bidder, could the Commission disqualify that bidder.

Mr. Heath said that he would suggest that the bid specs be drawn so that a responsible bidder is one who is not in arrears.

Mr. Garibaldi said that there were two different corporations involved.

Commissioner Coblentz said that the Commission should go on notice that it would pierce any corporate veil. He said if a party were in arrears, he would be very much against awarding any contract to that party.

Mr. Heath said that it would be his interpretation that the Commission had the authority to determine who was a responsible bidder.

8. Policy and Major Operational Decisions (continued)

(6) Airport Shuttle Bus Service (continued)

Commissioner Fleishell said that it seemed to him that putting the shuttle bus out to bid at this time was inappropriate. He wondered why the Airport was putting this out to bid, inasmuch as the Airport was also currently talking with SamTrans about taking over operation of the shuttlebus.

Mr. Heath said that the Airport did not want to limit its options, but rather increase them. He said that no agreement had yet been reached with SamTrans and even if one were, it might be necessary to go out to bid on this service. He said that the Airport should be ready to go to bid whether or not an agreement was reached with SamTrans.

Mr. Gordon Esposto of SFO Shuttle Bus said that the Shuttle Bus was not in arrears, Airporter was. He said that Airporter was working with the Airport to resolve problems but that situation had nothing to do with SFO Shuttle Bus' fitness to bid. He said that the Airporter was completely separate from the SFO Shuttle Bus operation. He said that he had certain specific questions about the proposed contract and would urge the Commission not to approve the contract in its present form but to ask staff to clarify certain items.

Commissioner Fleishell asked if Mr. Esposto had posed his questions to staff.

Mr. Esposto said that he had not because he had just received a copy of the contract.

Mr. Heath said that questions could be dealt with at the pre-bid conference.

Mr. Tom Richie of Local 265 of the International Brotherhood of Teamsters said that his concern was that all the employees of whatever company got the bid should be union members.

* * *

8. Policy and Major Operational Decisions (continued)

The following resolution was unanimously adopted:

- (7) Contract No. 1321, Cleaning Services Contract for North Terminal Facility Six Months Comparative Cost Analysis.

No. 81-0072

Resolution approving and adopting staff report on a 6-month comparative cost analysis regarding actual costs of custodial services by private contractor in the North Terminal as compared to the projected expenses if done by City personnel, and directing Commission Secretary to transmit said report to the Budget Analyst and Controller for review and forwarding to the Board of Supervisors in accordance with Board Resolution No. 834-80.

* * *

The following resolution was unanimously adopted:

- (8) Amendment No. 1 to Signet Testing Laboratories, Inc., Professional Services Agreement to Include Airport Contracts 1200B(1) Central Terminal Modernization-Steel, Piling, 1200B(2) Central Terminal Modernization-General Construction Concourse and Boarding Area D, and 1200B. (4) Central Terminal Remodeling.

No. 81-0073

Maximum not to exceed fee of \$150,000.00.

Mr. Heath said this is an amendment to ongoing contracts.

* * *

- (9) Interim Signing Program for Transit Operations - Rental Credit.

No. 81-0074

Resolution authorizing a rental credit for the scheduled transit operators, that covers the initial costs to install an interchangeable, modular, Airport signing system, funded by the transit operators. The program shall cover actual costs incurred with a maximum liability of \$25,000. This project replaces Airport Contract No. 1200, scheduled in the 1981-1982 budget.

Mr. Heath said this was a proposal to set up and develop an interim signing program. He said it was hoped that in the

8. Policy and Major Operational Decisions (continued)

long run the program would be financed by the carriers themselves.

* * *

- (9) Interim Signing Program for Transit Operations - Rental Credit (continued).

Commissioner Kadish requested that the design be presented to the Commission for approval. She said that the Commission did not want to have to change the colors, or have any other problems occur as had happened before.

Mr. William Allen of Amador Stage Lines said that he was present to support signage program and we felt it was in the best interest of the public.

* * *

9. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (10) Declaration of Emergency, Contract No. 1392, Repairs to Timber Trestle at End of Runway 19L.

No. 81-0075	Resolution ratifying the action of the President of the Commission on declaring an emergency and taking immediate steps to repair the timber trestle at the end of Runway 19L.
-------------	--

- (11) Retirement Resolution: Norman Merkel, FAA.

No. 81-0076	Resolution expressing appreciation to Mr. Norman Merkel, on his retirement from the Federal Aviation Administration.
-------------	--

- (12) Travel - AOCI Airport Security Meeting.

No. 81-0077	Resolution approving Assistant Deputy Director, Ron V. Wilson to be sent to Montreal, Canada, to participate in the AOCI Airport Security Committee meetings on May 19 and 20, 1981.
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- (14) Bid Call: Contract No. 1383, Work platforms in Garage Utility Tunnel.

No. 81-0078	Resolution approving the final drawings and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1383, Work Platforms in Garage Utility Tunnel.
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9. Consent Calendar (continued)

- 14) Bid Call: Contract No. 1383, Work Platforms in Garage Utility Tunnel. (continued)

The purpose of this contract is to construct two steel work platforms beneath telephone cable splice points in the garage utility tunnel near Cores E and F. Platforms are required to allow safe access of maintenance personnel to work above the hot and chilled water lines.

- (15) Bid Call: Contract No. 1387, Floor Construction, North Terminal Hub Utility Area.

No. 81-0079

Resolution approving the scope, budget and schedule for Contract No. 1387, Floor Construction, North Terminal Hub Utility Area, and authorizing bid call

This contract will provide for the construction of a concrete floor of about 400 square feet in the unfinished utility shaft on the second floor of the North Terminal Hub for use as a concession lease area.

Construction time is 45 days.

- (16) Concession Lease Awards - North Terminal.

No. 81-0080
No. 81-0081

Two (2) resolutions awarding the "News/Gifts/Sundries", and "Customized Jewelry" leases.

- (17) Airport Contract No. 1328, Rejection of Bids and Authorization for New Bids.

No. 81-0082

Resolution rejecting all bids received for Airport Contract No. 1328, Business and Finance Office Alterations, Central Terminal and Garage and authorizing Director of Airports to re-advertise for new bids.

Bids received on March 23, 1981:
1. Emlay Construction \$117,000
2. Anderson Constr. \$117,623
3. Hodgson Constr. \$123,600

9. Consent Calendar (continued).

- (18) Award of Contract No. 1377, Noise Monitoring Center Improvements.

No. 81-0083

Resolution awarding Contract No. 1377, Noise Monitoring Center Improvements to Hodgson Construction, Inc., 2815 Fair Oaks Avenue, Redwood City, CA 94063.

The purpose of this contract is to remodel the Noise Monitoring center in order to accommodate new equipment purchased by the Airport.

Sole bid received on March 25, 1981: L. Hodgson Construction Inc. \$17,990.00

Construction time is 45 days.

- (19) Rental Credit - Eastern Airlines.

No. 81-0084

Resolution authorizing a rental credit of \$6,000.00 to Eastern Airlines for work to be performed in the North Terminal Building.

- (20) Tenant Improvement, Airport No. T-2514, American Airlines, Boarding Area E and North Terminal, \$2,300,000.

No. 81-0085

Tenant contract to develop new lease spaces in Boarding Area E and remodel existing spaces in North Terminal for passenger facilities, baggage handling, office space, VIP Lounge and crew facilities.

Commissioner Goosby said that he had a question regarding Item 12: why wasn't the Chief of Airport Police, Will Casey, going to the Montreal meeting regarding security.

Mr. Ron Wilson, Assistant Deputy Director for Operations and Maintenance, said that he had been working with flexible response, not Chief Casey, and that it would be more appropriate for him (Ron Wilson) to attend.

Commissioner Goosby asked if both he and Chief Casey agreed that it would be more appropriate for Mr. Wilson to go.

Mr. Wilson said that both he and Chief Casey agreed that he should go.

Mr. Heath asked that the for Item 16 not include the "California Shop" nor the Personalizing Shop."

Mr. Singer that said the apparent high bidders had not completed all the necessary paperwork. He said that there was no known problem, but all the paperwork had not been received.

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9A. Items Removed from Consent Calendar.

The following item was discussed, but action postponed to a future meeting.

- (13) Bid Call: Contract No. 1293, Relamping Light Fixtures, Upper Lobby High Ceiling, South Terminal.

Resolution approving the plans and specifications and authorizing the Director to call for bids for Airport Contract No. 1293, Relamping Light Fixtures, Upper Lobby High Ceiling, South Terminal Building.

The purpose of this contract is to relamp and repair upper lobby high ceiling light fixtures.

Contract time is forty-five calendar days.

Commissioner Kadish asked if, in regard to Item 13, the relamping was to be done in line with the recommendations of the energy conservation study.

Mr. Robert Lee, Assistant Deputy Director for Operations and Maintenance, said that the Airport would use only half the lights at one time.

Commissioner Kadish said that the Airport had done a \$27,000 study in which recommendations were made including recommendations for the South Terminal, and she thought it was very important that the relamping work be coordinated with the recommendations in the study.

Mr. Heath said that Mr. Roger Boas, San Francisco's Chief Administrative Officer, had hired an energy expert and that that person had just completed a first report regarding the Airport. Mr. Heath said that the Airport would coordinate its efforts with this person.

Commissioner Goosby asked if the replacement lights would be part of the building that would be torn down for remodeling. He asked if the section being relamped would stay after the remodeling.

Mr. Heath said that he felt it would stay, but requested that the item be taken off calendar so that more information could be provided the Commission.

* * *

7. Items Initiated by Commissioners (continued)
(see also, p. 21, below)

(20A) Perfume Kiosk.

Commissioner Goosby asked if the staff was working on putting the perfume kiosk out to bid again

Mr. Singer said that he expected the staff to recommend a change in the specs. He said that staff had been working with some people regarding this concession and staff was continuing to look at the possibility of putting it out to bid again.

Commissioner Goosby said that he hoped that staff would not simply 'sweeten the pot' and then put it out to bid again.

* * *

10. Consent Calendar of Contract Modifications.

The following resolution was unanimously adopted:

- (21) Airport Contract No. 936, Industrial Waste Treatment Plant, Modification No. 9 (Debit), \$7,065.00.

No. 81-0086

Resolution approving and requesting the Controller's certification of Debit Modification No. 9 in the amount of \$7,065.00. The contractor for this work is Pionbo Corporation.

* * *

11. Trailing Calendar of Old Business.

There were no items on the Trailing Calendar.

* * *

12. Public Hearing.

The following resolution was unanimously adopted as amended:

- (22) Public Hearing for Adoption of Airport Noise Mitigation Action Plan (ANMAP)

No. 81-0087

A public hearing prior to the adoption of proposed Airport Noise Mitigation Action Plan (ANMAP). The proposed ANMAP establishes objectives and a timetable from which the Airport will implement the On-Airport Noise Mitigation Actions recommended by the Joint Powers Land Use Study Final Technical Report.

Mr. Heath said the proposed plan was the direct result of the Joint Land Use Study. He said that following the Land Use Study recommendation, an implementation plan was developed and hearings held in San Mateo County regarding that draft plan. He said that the San Mateo County Board of Supervisors had approved the proposed plan as well as ALUC, MTC and many citizens groups.

Mr. Paul Leonard, Western Regional Vice President for the Air Transport Association of America, said that he had a statement which he wished to be part of the record (it is included in the bound copy of these Minutes on file in the Commission Secretary's office). He said that he wanted to point out ATA's reservations about certain parts of the plan. He said that despite the fact that ATA cannot endorse it at this time, he wished to assure the Commission of ATA's willingness to continue to work to reach a meaningful solution to noise problems.

Ms. Jackie Greer of Flying Tiger Line said that her company supported ATA's statement. She said that she was concerned with restrictions on the use of certain runways at certain times. (Her full statement is included in the bound copy of these Minutes on file in the Commission Secretary's office.)

Mr. Leonard said that the one specific concern he had was that the 30 day period within which airlines must submit their plans for reducing noise (p. 8 of plan) was too short.

Mr. Cris Brittle of the ABAG/MTC Regional Airport Planning Committee said that his committee supported the idea of regional noise allocation contained in the plan.

12. Public Hearing (continued)

(22) ANMAP (continued)

Mr. Terry Burnes, speaking on behalf of the San Mateo County Board of Supervisors as well as the Airport Land Use Committee, said that those groups were in support of the ANMAP. Additionally, he wanted the Commission to know that those groups were very strongly supportive of Phase III of the noise program.

Ms. Anita Maraviglia of AIRForce (Airport Impact Reduction Force) said that her organization was supportive of the proposed plan.

Commissioner Coblentz asked what could be done about the 30 day reporting problem. He suggested the airlines be given 45 days within which to report on what they planned to do.

Mr. Heath said that he thought that was acceptable.

* * *

7. Items Initiated by Commissioners (continued)

(22A) Airport Employee Art Exhibit.

Commissioner Bernstein asked if there had been some motion toward organizing an Airport employee exhibit.

Mr. Heath said that he would present a resolution to that effect at the next meeting.

* * *

13. Adjournment of Meeting To Go Into Executive Session.

There being no further business before the Commission, the meeting was adjourned to go into Executive Session at 3:50 PM.



Eric Craven
Commission Secretary

Secretary's Announcement of Actions Taken by the Airports Commission in Executive Session on March 17, 1981.

Read to the Airports Commission Meeting on April 7, 1981.

IN ACCORDANCE WITH THE BROWN ACT, SECTION 54957.1, I AM
ANNOUNCING THE RESULTS OF THE COMMISSION ACTING IN EXECUTIVE
SESSION ON MARCH 17, 1981, AND THE VOTE THEREON:

RESOLUTION APPROVING THE STIPULATION AND TOLLING
AGREEMENT AND EXECUTION ON BEHALF OF THE AIRPORTS
COMMISSION BY JAMES BROSDAHAN, SPECIAL COUNSEL TO
THE AIRPORTS COMMISSION, ADOPTED BY A UNANIMOUS
AYE VOTE OF COMMISSIONERS BERNSTEIN, KADISH,
GOOSBY AND FLEISHELL.

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MINUTES

Tuesday, April 21, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President

WILLIAM K. COBLENTZ
Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

RICHARD R. HEATH

Director of Airports

San Francisco International Airport

San Francisco, California 94128

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TO
MINUTES
OF THE
AIRPORTS COMMISSION MEETING
Tuesday, April 21, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, April 21, 1981

1. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:02 p.m., in Room 282, City Hall, San Francisco, California.

* * *

2. Roll Call:

Present: Commissioners Morris Bernstein,
William K. Coblentz, Ruth S.
Kadish, Z L. Goosby, J. Edward
Fleishell*.

Absent: None

* * * *

3. Adoption of Minutes:

The following resolution was adopted by order of the
Commission President:

No. 81-0090 Resolution adopting the Minutes
of the March 3, 1981 Airports
Commission meeting.

* * *

4. Announcement by Commission Secretary:

Mr. Eric Craven, Commission Secretary, read an
announcement of items adopted in the Executive Session
(which announcement is attached and included by
reference).

* * *

*Commissioner Fleishell arrived at 2:22PM during discussion of
Item (3)

5. Director's Reports:

(1) Senate Bill 508, 1981 ADAP Legislation.

Director's Report on Senate Bill 508, this year's ADAP funding legislation.

Mr. Richard Heath, Director of Airports, said that he would like to make the Airport's position clear to our Congressional delegation, regarding changes in ADAP. He said that if the federal government is to de-fund the Airport, then it should have no control over airport operations before the security checkpoints.

Commissioner Goosby said he was reading an article in Airport Services Magazine in which Rep. Norman Minetta wrote that the House opposes the defederalization scheme because it is not in the best interests of aviation. He asked what Mr. Heath was proposing.

Mr. Heath said that the Commission took a position last year opposed to continued participation in the ADAP Program. He said that his position was that if an airport does not get federal funds, then that airport should be able to set its own rules, except for necessary FAA safety rules, etc.

Commissioner Goosby said that he would like to see a copy of the proposed legislation and he would like to hear from HRC as to what impact this would have on San Francisco as regards FAA regulations, etc.

Mr. Heath said that he has no problem with providing the legislation except that there was a timing problem inasmuch as the legislation was scheduled to be discussed on April 29, the next Wednesday.

Commissioner Goosby said that the hearing would be able to go on without any action on the Airports Commission's part.

Mr. Heath said that that was true and the real shape of the bill would be formed next year. He asked Commissioner Goosby whether he was primarily concerned with affirmative action.

Commissioner Goosby said that he would like to see the whole bill because apparently Rep. Minetta had serious questions about the aviation impacts of the bill.

Commissioner Kadish said that she remembered from four years ago one of the reasons a head tax had not been imposed was because of the jurisdictional dilemma between San Mateo County and the Airport, because a head tax would have gone to San Mateo. She said that the issue was extremely complicated.

5. Director's Reports (continued)

(1) 1981 ADAP Legislation (continued)

Mr. Heath said that he would get copies of the legislation to the Commissioners.

* * *

(2) Report on Skycaps and Pre-Flight Screening.

Mr. Heath said that Commissioner Kadish had asked for a report on skycaps and pre-flight screening. He said that he was not satisfied with the skycap service as it now exists. He suggested that at the next meeting he bring before the Commission a resolution expressing dissatisfaction with the current skycap service.

Commissioner Kadish said that additionally, something should be done regarding pre-flight screening problems. She said that there had been large jam-ups over holidays or when the equipment broke down. She suggested that there be back-up equipment available.

Mr. Heath said that he understood there was a plan to acquire a standby machine and shift it from place to place.

Commissioner Kadish said that she felt it was necessary to note that the Commission was not happy with the skycap situation and she would like to see the airlines handle the situation.

* * *

6. Items Initiated by Commissioners:

The following resolution was unanimously adopted as amended:

(3) Merger of Customs and Immigration.

No. 81-0091	Resolution in support of the concept of merging Customs and Immigration duties at the International Arrivals Area.
-------------	--

Mr. Heath said Commissioner Fleishell had suggested that staff examine the possibility of combining the Customs and Immigration services in the International Arrivals Area in order to help alleviate some of the congestion that occurred during processing of passengers. He said that there was a proposed resolution which would support the concept of combining the services.

Commissioner Bernstein said that he did not think the federal agencies would approve of the idea.

Commissioner Goosby said that the Airport could approach the two federal agencies about the possibility, but in addition, the organizations which represent the employees of those agencies should be contacted and discussions held with them.

6. Items Initiated by Commissioners (continued)

(3) Merger of Customs and Immigration (continued)

Mr. Jeff Pector of the Aiirport Labor Coalition said that member* unions of his organization would like to meet with staff to discuss the idea.

Commissioner Fleishell said that the Commission voted affirmatively on this at the last meeting. He said that the House Ways and Means Committee passed a bill which recommended that there be a one-step service. He said that in many of the smaller airports, immigration services are handled by Customs people.

Mr. Heath that he would suggest some changes in the proposed resolution.

Commissioner Bernstein asked if the narcotics people were opposed to this idea.

Mr. Heath said that they were not necessarily opposed. He said that in foreign countries, entry is handled in the proposed fashion with one service checking both passports and luggage.

* * *

The following resolution was unanionously adopted:

(4) Report on the Temporary Exhibition Programs.

No. 81-0092	Report on the temporary exhibition programs outlining all displays and exhibitions already in place plus those planned. Also, a selection of reviews and letters of positive response the program has generated. Resolution commending and supporting the program.
-------------	--

Mr. Heath said that a report had been issued to the Commission. He said that he Aiirport had received more favorable comment on this program than on any other programs.

* * *

*Commissioner Fleishell arrived at this point in the meeting 2:22 PM.

6. Items Initiated by Commissioners (continued)

(4A) Art Contest and Exhibition at the Airport.

Commissioner Bernstein said that there had been some discussion of the possibility of an art contest at the Airport. He asked if a formal resolution supporting the idea was needed.

Mr. Heath said that he didn't think so and if no Commissioner disagreed, he would ask Ms. Elsa Cameron, the Airport Curator, to submit a proposal.

* * *

(4B) Airports Commission Procedures.

Commissioner Kadish said that a procedure had been adopted 2 or 3 years ago which dictated that when there was going to be action on a major item, there would be a Director's Report prior to the action date. She said that, for example, Item (6), The Crothall Preventive Maintenance Program, had not previously appeared as a Director's Report. She requested that the staff adhere to that policy in the future.

Mr. Heath said that he felt this item was simply a managerial decision.

Commissioner Goosby said that Item (6) should have been preceded by a Director's Report at the previous meeting.

* * *

7. Agenda Items Involving Airport Policies and Major Operational Decisions.

The following resolution was unanimously adopted as amended:

(5) Ground Transportation Schedule of Fines.

No. 81-0093	Resolution approving the Fine Schedule as set forth in Section 1.4.10 of the Ground Transportation Rules and Regulations.
-------------	---

Mr. Rodriguez of the Independent Cab Drivers Association said that the minimum fare on the short line will help neither the public nor the drivers.

Mr. Heath said that that item was not before the Commission at this time.

Mr. Rodriguez said that the committee of cab drivers and staff proposed by Commissioner Kadish should be set up.

Commissioner Bernstein said that it was not in order to discuss that at the present time.

7. Airport Policies and Major Operational Decisions (continued)

(5) Ground Transportation Schedule of Fines (continued)

Mr. Rodriguez said that he had heard from a member of the Board of Directors of one of the 'big four' cab companies that Mr. Lazar had worked out all the fine schedules with Mr. Louis Turpen, Deputy Director for Operations and Maintenance.

Commissioner Bernstein assured Mr. Rodriguez that Mr. Lazar did not run the Commission.

Mr. Rodriguez said that the drivers wanted to propose an alternate plan.

Commissioner Bernstein said that the Commission was trying to do the best it could for the public as well as the cab drivers. He asked Mr. Rodriguez to submit a plan and he would look at it.

Mr. Rodriguez said that the fine schedule was not fair. He said he would like to be able to present his plan to the Commission because the drivers were involved with the fines.

Mr. Heath said that having Mr. Rodriguez speak was a terrible precedent because the Commission had had a public hearing, and if the Commission allowed people to come back again, hearings would serve no purpose.

Commissioner Bernstein said that he would be happy to hear Mr. Rodriguez's plan.

Mr. Heath said his recommendation was that the Commission adopt the proposed schedule.

Commissioner Goosby said that he wanted to clarify the fine schedule and he had gone over it with staff. He said that the proposed recommendation was one in which he wished a few changes made.

Mr. Heath said that he had no problem with adopting Dr. Goosby's recommendation.

* * *

The following item was discussed but a decision was made to postpone it to a future meeting:

(6) Crothall Systems, Inc. - Preventive Maintenance Management.

No.	Resolution approving \$152,858 for professional services of Crothall Systems, Inc. to set up a preventive maintenance management program.
-----	---

Mr. Heath said that ever since Mr. Turpen had come to work, staff had been trying to establish a preventive maintenance system. Mr. Heath said that he recommended the Commission adopt the proposed resolution.

7. Policy and Major Operational Decisions (continued)

(6) Crothall Systems, Inc. - Preventive Maintenance Management (continued)

Commissioner Goosby inquired as to what specific things the company would be doing. He asked if the consultant would give the Airport a system which would tell staff when items had to be repaired or replaced.

Mr. Heath said that staff does not now know when certain types of equipment need replacement, that is, when repair costs begin to exceed replacement costs. He said that the consultant would train Airport staff to run the program after they had left.

Commissioner Kadish said that she was impressed by the system although she noted that Crothall had worked primarily with universities and hospitals.

Mr. Heath said that there were many similarities between the Airport and hospitals and schools from a facilities maintenance perspective.

Commissioner Kadish asked if there were any other proposals or was this the only one staff considered.

Mr. Heath said that as far as he knew, this was the only company that had the track record required to do the job.

Commissioner Goosby said that he hoped the consultant did not 'hold us up' because they knew the Airport did not talk to anyone else.

Commissioner Fleishell said that he thought this was another example of the Airport hiring outside people to tell staff how to do a job they should already be doing.

Commissioner Goosby said that maybe this item should be held over.

Commissioner Fleishell said that he would like more information.

Mr. Heath said that he did not feel staff would be able to design the system in-house.

Commissioner Goosby said that Mr. Turpen was not present and if he were, perhaps he could answer some of the Commission's questions.

Commissioner Kadish said that one of the things that impressed her was the fact that the Airport presently had no inventory system. The contract would help one be created that could be used by staff after they had been trained by the consultant.

Commissioner Bernstein said that the item should be put over.

* * *

7. Policy and Major Operational Decisions (continued)

The following resolution was adopted, 4 ayes (Bernstein, Coblentz, Kadish, Goosby) to 1 nay (Fleishell):

(7) Approval to Receive Bids.

No. 81-0094

Approval to receive bids on gallery shop, North Terminal, Boarding Area E.

Mr. Heath said that the concession plan for the North Terminal calls for a Gallery Shop in the Pier E area.

Commissioner Fleishell asked how Mr. Heath arrived at the 15% of gross and \$20,000 as the minimum acceptable guarantee. Commissioner Fleishell said that this was just a give away.

Mr. Peter Singer, Deputy Director for Business and Finance, said that the figures were based on Ms. Cameron's investigation. He said that the 15% figure was arrived at after talking with Tucson and Denver.

Commissioner Kadish said when craft items were sold in a gallery, the gallery usually took a commission of 50%.

Commissioner Fleishell said that the Airport should learn from the problems the Art Commission has had with crafts. He said that the Art Commission has found that so-called handcrafted items are not hand made and are not made by so-called local artists. He said that the turquoise is made in an LA factory and the belts are made in San Jose. He said that if the Airport was going to do this, it should make money out of it.

Mr. Heath said that there was no magic in 15%. He said that he did not know how the Commission could develop a specific policy on percentages.

Commissioner Bernstein asked if this concession was intended to blend in and be part of the Airport's art program.

Mr. Heath said that it was, that it was supposed to operate in conjunction with the Airport's art program.

Commissioner Bernstein said that he would like to call attention to the fact that with 600 square feet at \$20,000, the space would roughly cost \$30 dollars per square foot. He said that this price was pretty much the usual rate. He said that it was staff's job to watch that the merchandise was up to the standards desired.

Commissioner Fleishell said that if the shop was to be connected to exhibitions, then the price was even lower than he had felt it was.

Commissioner Goosby asked if Commissioner Fleishell had any comparable prices.

7. Policy and Major Operational Decisions (continued)

(7) Approval to Receive Bids (continued)

Commissioner Fleishell said that he had a small art shop in the Hilton Hotel in which items were marked up five times over cost.

* * *

The following resolution was unanimously adopted:

- (8) Contract 1200A - Central Terminal Modernization Site Preparation, Modification No. 3, Remedial Work for Misaligned Piles and Extension of Time, No Change in Contract Cost.

No. 81-0095	Resolution approving Modification No. 3 to Contract 1200A, Central Terminal Modernization Site Preparation. Contractor to do all remedial work necessary to correct misaligned piles due to earth movement at no cost to City. Extend contract completion date to September 1, 1981. Contractor and City agree not to claim damages relative to the movement of the piles.
-------------	--

Mr. Heath said that the contractor has had great difficulty with the Pier D contract because the piles had shifted. He said that Mr. Jason Yuen, Director of the Bureau of Terminal Construction, had done a good job negotiating the terms with the contractor.

Commissioner Kadish said that the Commission should recognize that it's Director of Terminal Construction is also an excellent negotiator.

* * *

7. Policy and Major Operational Decisions (continued)

The following resolution was unanimously adopted:

- (9) Bid Call, Contract No. 1293, Relamping Light Fixtures, Upper Lobby, High Ceiling, South Terminal.

No. 81-0096	Resolution approving the plans and specifications and authorizing the Director to call for bids for Airport Contract No. 1293, Relamping Light Fixtures, Upper Lobby High Ceiling, South Terminal Building.
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* * *

8. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (10) Resolution of Appreciation - Louis Martin.

No. 81-0097	Resolution of Appreciation of Mr. Louis Martin, Assistant Chief of the San Francisco International Airport Control Tower upon his promotion to the Bay Area TRACON.
-------------	---

- (11) Reappropriation of Funds - \$33,657.00.

No. 81-0098	Resolution authorizing reappropriation of \$33,657 in salaries and mandatory fringes in Airport Operating fund due to Civil Service Commission classifying a new position in 1980-81 budget.
-------------	--

- (12) Approval of Claims Settlement - 7,468.27.

No. 81-0099	Resolution approving the action of the Director of Airports, with the approval of the City Attorney, in the settlement and compromise of the following claims covering the period July 1980 thru March, 1981, in accordance with Airports Commission Resolution No. 74-0237.
-------------	--

- (13) Modification of Agreement No. 14 to Contract Proposal 68251-A, SFO Shuttle Bus Contract Modification.

No. 81-0100	Price Adjustment of ninety-seven cents (\$0.97) per hour, to compensate for increases in labor wage rates and fuel costs effective January 1, 1981.
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8. Consent Calendar (continued)

- (14) Attendance: American Society of Civil Engineers
International Air Transportation Specialty Conference.

No. 81-0101 Resolution approving the Deputy
Director and Chief Engineer to
attend and participate in the
1981 American Society of Civil
Engineers International Air
Transportation Specialty
Conference in Atlantic City, New
Jersey on May 26 - 28, 1981.

- (15) Bid Call, Contract No. 1372, Waterproofing Window Sills,
South Terminal.

No. 81-0102 Resolution approving the final
plans and specifications and
authorizing the Director of
Airports to call for bids for
Airport Contract No. 1372,
Waterproofing Window Sills,
South Terminal.

- (16) Concession Lease Awards North Terminal.

No. 81-0103 Awarding California Shop and
NO. 81-0104 Personalizing Shop.

- (17) Final Modification and Completion of Airport Contract
No. 1366, Emergency Silt and Tule Removal.

No. 81-0105 Resolution accepting the work
under Airport Contract No. 1355,
Emergency Silt and Tule Removal,
as satisfactorily completed;
approving and requesting the
Controller's certification of
Credit Modification No. 1 in the
amount of \$12,416.00; and
approving final payment in the
amount of \$629.20 in favor of
the Contractor, CAL Equipment,
8140A Enterprise Drive, Newark,
CA 94560.

Mr. Heath said that he felt Item (16) should be given
more consideration. He said that the Airport still did
not have all the approvals for the two concessionaires.

Commissioner Kadish asked if the Commission could not
accept the bids today subject to the appropriate papers
arriving so that the concessions could get under way as
quickly as possible.

Commissioner Fleishell asked how the bidders could now
be entering into a partnership agreement that had not
been approved by the HRC.

Mr. Singer said that he believed the partnership had HRC
approval.

Commissioner Fleishell asked how the Airport could
accept a bid from a partnership until the partnership
had been concluded.

8 Consent Calendar (continued)

Mr. Singer said that staff had thought the agreement was already concluded.

* * *

9. Adjournment of Meeting into Executive Session.

There being no further business before the Commission, the public meeting was adjourned into Executive Session at 3:32 p.m.


Eric Craven
Commission Secretary

Secretary's Announcement of Actions Taken by the Airports Commission in Executive Session on April 7, 1981.

Read to the Airports Commission Meeting on April 21, 1981.

IN ACCORDANCE WITH THE BROWN ACT, SECTION 54957.1, I AM ANNOUNCING THE RESULTS OF THE COMMISSION ACTING IN EXECUTIVE SESSION ON MARCH 17, 1981, AND THE VOTE THEREON:

1. RESOLUTION AUTHORIZING THE LAW FIRM OF FARELLA, BRAUN AND MARTEL TO PURSUE SETTLEMENT NEGOTIATIONS WITH ROBERT E. MCKEE, INC. REGARDING AIRPORT CONTRACT 1000, GARAGE, STAGE IV, SUPERSTRUCTURE ADDTION WAS ADOPTED BY A UNANIMOUS AYE VOTE OF COMMISSIONERS BERNSTEIN, COBLENTZ, KADISH, GOOSBY AND FLEISHELL.

2. RESOLUTION AUTHORIZING THE LAW FIRM OF FARELLA, BRAUN AND MARTEL TO FILE A CROSS COMPLAINT FOR INDEMNITY IN THE LITIGATION CONCERNING AIRPORT CONTRACT 1015, GARAGE, STATE V. FINAL COMPLETION WAS ADOPTED BY A UNANIMOUS AYE VOTE OF COMMISSIONERS BERNSTEIN, COBLENTZ, KADISH, GOOSBY AND FLEISHELL.

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

SPECIAL MEETING

Wednesday, June 24, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Wednesday, June 24, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Wednesday, June 24, 1981

A. Call to Order:

The Special Meeting of the Airports Commission was called to order at 3:03 p.m. in the Ronald A. Born Auditorium, Social Services Department, 170 Otis Street, San Francisco, California.

* * *

B. Roll Call:

Present:

Commissioners Morris
Bernstein, Ruth S.
Kadish, Z.L. Goosby,
J. Edward Fleishell.

Absent:

Commissioner William K.
Coblentz.

* * *

C. Director's Reports

(1) 'Handbag Incident'

Mr. Heath said that an article in the San Francisco Examiner reported three instances in which the Airport Police showed no interest in helping the public. He said that Airport Police Chief Willis Casey had made five phone calls to the Examiner to try to get the names of the parties involved but none of the calls were returned. Mr. Heath said that when the Police finally did get a name, it was found that the lady who had made the report lived in Washington. He said that the Police checked their reports and found that they differed a great deal from the Examiner's report. He said that the Police would follow-up on the incident to see what, if any action, would be appropriate.

* * *

(2) Report on Airport Police

Chief Casey gave a report and update on what was happening with the Airport Police. He said that there were currently 180 people working in his department which was down from 216 when he arrived. He said that in front of the terminal buildings, he would be using traffic control officers rather than sworn officers.

He said that the new white hat system has attempted to build pride in being a traffic officer. He said that there were four motorcycles in use and a patrol division which dealt with passenger screening, etc. He said that his staff was working on a flex response system in an attempt to increase mobility and flexibility.

C. Director's Reports (continued)

(2) Report on Airport Police (continued)

Chief Casey said that the major crimes at the Airport were not crimes of violence, but crimes against property. And, he said that specific training was needed for this type of crime; for example, training in report writing. He said that within a few months the force will meet all the State standards.

Chief Casey said that uniformed Sheriff's deputies will soon be leaving the Airport. Two or three detectives will be left for each shift, with each shift supervised by a sergeant. Chief Casey said that last month 36 people had been arrested, 225 cars towed, 23 accidents investigated, 225 weapons confiscated, and 3,000 parking tickets had been given out. He said that with the departure of the Sheriff's office, these law enforcement activities will increase and the Airport Police will be performing all the functions of a law enforcement agency.

Chief Casey said that a major problem was that the Commission had a Police Department and, in a sense, did not have one. He said that there were no clear outlines of duties or assignments of responsibilities, or policies and priorities. He said that he had been running the department on the force of his personality and he felt the time had come when a clear direction needed to be set by the Commission.

Chief Casey said that the problem he had was that of a police officer dealing with police officers who had to be controlled. He said that the force needed to be governed by strict rules and regulations. He said that Airport Police were like 'fish out of water' because formerly, officers could do as they chose. He said that he came to the Commission to ask it to think over his perspective that the Police Department needed specific authority, limits and guidelines.

Commissioner Goosby said that it seemed the line of demarkation between Airport Police and the Sheriffs Department was finally beginning to be clarified.

Chief Casey added that the Sheriff's Department would still be handling 'white collar' crime.

Commissioner Goosby asked what would happen if someone committed a crime in front of a terminal?

Chief Casey said that the Airport Police would follow up on it.

Commissioner Bernstein thanked Chief Casey for his report and said that inasmuch as this was the end of a fiscal year, a report should be sent to the Commission, together with recommendations and suggestions as to what could be done to improve Airport Police functioning.

Mr. Heath said that staff would follow up and bring a set of rules and regulations to the Commission. He said that the problem was a transitional one because up to the present, the police functions had been the responsibility of the San Mateo County Sheriff.

* * *

D. Agenda Items Involving Policies or Major Operational Decisions

(3) Professional Services Contract, Parking Revenue Control System.

Mr. Heath said that there were two companies which would address the Commission: Cerand and Company and Ralph Burke Associates.

D. Policy and Major Operational Decisions (continued)

(3) Parking Revenue Control System (continued)

He said that Mr. Cerand of the Cerand company would be the first to speak.

Mr. Cerand used a flipchart to illustrate his presentation. He explained why various clients had selected his firm. He outlined the proposed contract's five phases: I) feasibility study; II) technical documents; III) procurement; IV) implementation; and V) post-installation review. He broke down each phase and explained what each would cover.

Commissioner Kadish asked Mr. Cerand regarding Phase I, the feasibility study, if he planned to come up with two alternatives or only look at one possible revenue control system.

Mr. Cerand said that his firm would look at what it thought would solve the Airport's problems. He said that he planned to present estimates for two systems.

Commissioner Kadish said that the Commission had not been presented with a written breakdown of Mr. Cerand's cost estimates.

Mr. Cerand said that his contract would not exceed \$100,000 and would not necessarily reach that amount. He then outlined the cost for each phase of his proposal.

Commissioner Fleishell questioned whether the Airport needed a parking revenue consultant. He asked why the Airport did not just call various manufacturers and install the equipment itself.

Mr. Cerand said that the reason a consultant was needed was so that the Airport would not have three or four trying to tell it what to do. He said that a consulting firm would advise the Airport but would be on the Airport's side.

Commissioner Fleishell said that his question was based on his discussions with other airports.

Mr. Cerand said that revenue control systems was not shelf items that one could just walk in and buy.

Commissioner Goosby asked Mr. Cerand if he felt there was only one company presently operating which could supply computers for revenue control purposes.

Mr. Cerand said that there were presently three companies that could supply equipment the Airport potentially might use.

Commissioner Bernstein asked if the L.A. contract had not been divided into several parts and staff used to work on several of the parts.

Mr. Cerand said that his company had just finished the feasibility study and the L.A. Airport had decided that his company should go ahead with subsequent phases.

Mr. Larry Donoghue of Ralph Burke Associates said that his company could provide a full range of consulting services with their staff of thirty people. He outlined his firm's credentials. He said that he had met with San Francisco Airport staff over the years and he had the impression that the Airport did not want equipment for which it would serve as the testing ground. He said that his firm was not committed to providing highly automated equipment, but would survey the Airport's needs and make recommendations based on their study.

D. Policy and Major Operational Decisions (continued)

(3) Parking Revenue Control System (continued)

Commissioner Kadish asked Mr. Donoghue if he was recommending that the Airport use a semi-automated system.

Mr. Donoghue said that, and his firm had determined, if there were revenue losses the Airport was suffering, then his firm would have the answer.

Commissioner Kadish asked if he would present alternatives.

Mr. Donoghue said that he would.

Commissioner Bernstein said that he would like to give the matter some further thought.

Commissioner Fleishell said that he would like to know a little bit more about this, too.

Commissioner Kadish said that she would like additional material from Mr. Cerand, a summary similar to the one presented by Mr. Donoghue. Also, she requested Mr. Donoghue to provide a cost break-out for each of the work phases, similar to the one that Mr. Cerand had provided. She said that then the Commission would have a better base of comparison.

* * *

E. Adjournment

There being no further business before the Commission, the meeting was adjourned at 4:22 p.m.



Eric Craven
Commission Secretary

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SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, July 7, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, July 7, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, July 7, 1981

A. Call to Order:

The meeting of the San Francisco Airports Commission was called to order at 2:03 P.M.

* * *

B. Roll Call:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, and J. Edward Fleishell.*
Absent:	None

* * *

C. Approval of Minutes:

The following resolution was by order of the Commission President:

No. 81-0154	Resolution adopting the Minutes of the April 21, 1981 Commission Meeting
-------------	--

* * *

D. Secretary's Announcement:

Mr. Eric Craven, Commission Secretary, read an announcement of the item adopted in Closed Session at the June 16, 1981 Commission Meeting (which announcement is attached and included by reference).

* * *

*Commissioner Fleishell arrived at 2:20 PM during discussion of Item (2).

MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, July 7, 1981

A. Call to Order:

The meeting of the San Francisco Airports Commission was called to order at 2:03 P.M.

* * *

B. Roll Call:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, and J. Edward Fleishell.*
Absent:	None

* * *

C. Approval of Minutes:

The following resolution was by order of the Commission President:

No. 81-0154	Resolution adopting the Minutes of the April 21, 1981 Commission Meeting
-------------	--

* * *

D. Secretary's Announcement:

Mr. Eric Craven, Commission Secretary, read an announcement of the item adopted in Closed Session at the June 16, 1981 Commission Meeting (which announcement is attached and included by reference).

* * *

*Commissioner Fleishell arrived at 2:20 PM during discussion of Item (2).

E. Special Item:

The following resolution was adopted by order of the Commission President:

(1) Commemoration of Alfred Frankenstein:

No. 81-0155

Resolution commemorating
Alfred Frankenstein's life
and work as an art critic and
expressing the Airports
Commission's appreciation of
his work on the Airport/Art
Commission Joint Committee.

Mr. Richard Heath, Director of Airports, urged passage of a resolution commemorating Mr. Frankenstein's life and work.

Commissioner Bernstein suggested that one corner of a terminal be dedicated to Mr. Frankenstein.

Mr. Heath said that he thought that was an excellent idea and suggested that one passenger lounge be dedicated to Mr. Frankenstein.

* * *

F. Director's Reports:

(2) Report on Past and Future Progress.

Report on past
accomplishments and plans for
the next five years.

Mr. Heath said he thought it would be appropriate to take a retrospective look at some of the accomplishments of the past years and what the plans were for the future. He gave a report on the staff productivity seminar noting that productivity was not just cost savings but doing the right thing the right way at the lowest cost. He noted that the Airport was making progress in its rating with passengers and had improved by ten percent from the preceding year.

Mr. Heath then went through a complete survey of accomplishments and plans for the Airport.

Commissioner Kadish commented that she felt the report was informative and valuable. However, she had some questions about the cost of the passenger survey and she wondered if the program, as a whole, was tied in to the budgeting process. She said that there was a need to develop a sophisticated system for measuring productivity, but she wondered if it had to be developed in all areas

Mr. Heath said that the passenger survey was done by Airport employees. He said that the only way staff could sense if the Airport was well-run was to ask passengers.

Commissioner Kadish said that she had been at the Airport a week before and noticed that the areas she visited were clean and well kept. She said that she wasn't sure there was a need for the survey done at some expense.

F. Director's Reports (continued)

(2) Report on Past and Future Progress (continued)

Mr. Heath said that the problem was that Commissioners were not able to spend a great deal of time at the Airport. He said that staff could give its judgment as to whether the Airport was cleaner this year than last year, but the difference was whether there was an informal system or whether there was a more objective way to measure if improvements were being made.

Commissioner Fleishell said that the Airport already had a system to judge how it was doing and that system consisted of receiving complaints.

Mr. Heath said that the cost of the survey was minimal.

Commissioner Goosby said that he did not feel the Commission needed to devote a whole meeting to reviewing policies.

Mr. Heath said that he felt policies for one or two areas should be discussed once a month so that Commissioners would have the time to adequately consider various policies.

Commissioner Goosby said that he could see spending the first hour of a Commission meeting discussing policies and then going on to the usual Commission business. He said that he would be interested in hearing what the other Commissioners felt about reviewing policies once a month.

Commissioner Fleishell said that it seemed to him that staff spent a lot of time talking about the principles of management instead of managing. He said that if there was need for a specific policy, then the need should be stated and the Commission could vote on it. He said that he was not sure it served any purpose to go over a set of policies.

Mr. Heath said that he felt there was more to managing than simply 'putting out fires'. He said the purpose of formulating policies was to determine what results the Airport wished to accomplish, then identify and measure how well goals were met. He said that he felt the Commission would find that the policies so far compiled were quite unclear.

Commissioner Fleishell said that the Airport had specific problems. He said that there was a garage that did not work. He said that there had been a report from the Chief of Airport Police that he needed guidelines and rules. Commissioner Fleishell said that staff should address problems instead of talking about them.

Commissioner Coblentz said that he felt Mr. Heath's presentation had contained a great deal of interesting information.

* * *

(3) Policy on Selection of Professional Service Consulting Contractors.

Mr. Heath said that he would propose that he submit to the Commission at the beginning of each quarter a list of professional service contracts to be awarded in the coming quarter. The Commission would then decide which contracts it wanted to review. He suggested that this policy cover contracts of fifty thousand dollars and above.

F. Director's Reports (continued)

(3) Policy on Selection of Professional Service Consulting Contractors (continued)

Commissioner Goosby said that he felt there were too many ambiguities in the proposed policy and he would like a number of changes made. He said that one question he had was why the final selection did not lie with the Commission.

Mr. Heath said that the Commission always makes the final selection but the question was whether the Commission would get involved in the actual process of interviewing, etc.

Commissioner Coblentz suggested that the Airport handle this matter in a manner similar to that of the Board of Regents: there would be a list of projects, and then any contract over a certain amount would be brought back to the Board for final decision.

Commissioner Kadish said that she felt what had happened was that her half-page memo had been deluted. She said that the plan should be as sharply pinpointed as possible.

Commissioner Goosby said that he felt fifty thousand dollars was too high a point at which to begin considering contracts. He said that he felt contracts from the twenty to twenty-five thousand dollar range on up should be considered by the Commission

Commissioner Fleishell asked if it were not true that the Director could let any contract up to five thousand dollars without Commission action.

Mr. Heath said that that had not been the case. He said that about a proposed policy regarding selection of professional service contractors, he would come back to the Commission with a specific resolution.

* * *

(4) Pan American Building.

Mr. Heath said that as a result of the Central Terminal modernization it was necessary to find new locations for certain Airport functions. He said that he would come back with a specific set of recommendations.

* * *

(5) Expediting International Arrivals.

Mr. Heath said that this was a continuing problem and that the airlines are fearful that because of federal cuts inspection services will be decreased. He said that one solution would be to transfer money to the Customs and Immigration Departments budgets from the ADAP fund. He said that if the Commission was willing he would write on letter to the federal agencies communicating this idea.

Commissioner Bernstein asked if this had anything to do with the Red Door/Green Door procedure.

Mr. Heath said that it did not.

F. Director's Reports (continued)

(5) Expediting International Arrivals (continued)

Commissioner Fleishell said that Mr. Heath's memo was attached to a letter from Mr. Daniel Addario of the Drug Enforcement Administration. Commissioner Fleishell said that he had talked to Mr. Addario that morning and Mr. Addario said that his letter was written in opposition to the Red Door/Green Door proposal. Commissioner Fleishell said that Mr. Addario's letter was totally unrelated to an accelerated arrivals process. Commissioner Fleishell said that, additionally, writing letters was an ineffective way to accomplish something. He said that the matter should have been handled through the City's Washington, D.C. lobbyist.

Mr. Heath said that with the Federal budget cuts, there would not be enough personnel to handle incoming passengers and that some other solution should be found. He said that he would contact the City's Washington D.C. lobbyist.

Commissioner Goosby said that the thrust of the letter should be to get additional funding from any source, not solely from transfer of ADAP funds.

* * *

G. Items Initiated by Commissioners.

(5A) New Informational Section Regarding Personnel for Commission Calendar

Commissioner Kadish asked if the Commission would like to add another section to its Calendar on personnel activities, an informational section regarding hirings, retirements, transfers, etc. She also felt that in regard to mid-level hirings, the Commission should be given copies of potential candidates' resumes.

Commissioner Coblentz said that he was not sure he wanted all that information.

Commissioner Goosby said that he would like information regarding selections for the top 10 or 15 staff positions. He said that he didn't think the Commission should review all the positions, but it might be well for the Commission to be kept informed.

Commissioner Coblentz said that the only restraint the Commission had was self-restraint and the Commission itself had to decide how far it would go in getting involved in more detailed matters.

Commissioner Kadish agreed, noting that there was a sharp line between policy and administration. She said that she suggested this as a section to be communicated for informational purposes only.

* * *

(5B) Report Regarding Communications Division

Commissioner Kadish said she understood that the Communications Division at the Airport was now responsible for all the police calls in addition to the responsibilities they have had to date.

Mr. Heath said that he believed that to be true.

G. Items Initiated by Commissioners (continued)

(5B) Report Regarding Communications Division (continued)

Commissioner Kadish requested that the Commission be given a report concerning the Communications Division, its responsibilities and its turnover. She said there was no desire on the part of the Commission to overstep its bounds and enter into operations, but she felt that the Commission should be kept informed.

Mr. Heath said that he would provide the Commission with a report on Communications.

* * *

the following resolution was adopted by order of the Commission President:

(5C) Gold Parking Pass for Howard Friedman

No. 81-0156

Resolution authorizing Director to issue a gold parking pass to Mr. Howard Friedman.

Commissioner Coblentz said that he would like to grant a gold parking pass to one other person in addition to Commission members: Mr. Howard Friedman, the Commission's architectural consultant. He said Mr. Friedman has rendered the Airport invaluable service and should be given the pass.

* * *

the following resolution was unanimously adopted:

(5D) Master Lease Concept

No. 81-0157

Resolution to retain Ms. Mary Brink of Peat, Marwick, and Mitchell to help develop a master lease.

Commissioner Fleishell said that he had written a memo to the Commission regarding his trip to Atlanta. He said that Atlanta Airport had a concession program that seemed to work: they currently have forty-four percent minority concessionaires. He said that the consultant who helped Atlanta develop their master lease lived here on the Peninsula and worked for Peat, Marwick, and Mitchell. Commissioner Fleishell said that the Commission should hire that consultant, Ms. Mary Brink, and have her help San Francisco Airport develop a master lease concept.

Commissioner Coblentz suggested that he would like to know the cost and what the legal mechanism was for employing her.

Commissioner Goosby said that he supported the idea.

Commissioner Bernstein said that he thought it was a splendid idea. He said that Mr. Heath and City Attorney George Agnost had been doing research into the idea.

Commissioner Fleishell suggested that this might now be the time to act.

G. Items Initiated by Commissioners (continued)

(5B) Report Regarding Communications Division (continued)

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Commissioner Fleishell suggested that this might now be the time to act.

G. Items Initiated by Commissioners (continued)

(5D) Master Lease Concept (continued)

Mr. Heath said he was not really sure that the Airport needed Ms. Brink. He said that the basic problem lay with the selection of a good master developer.

Commissioner Goosby said that there would probably be interest in this from all over the United States.

Mr. Heath said that he was not sure it would be possible to have minority set-asides.

Commissioner Goosby said that perhaps the problem of a lack of minority business was related to top management's commitment.

Mr. Heath suggested that he bring a resolution to the Commission at the first meeting next month.

Commissioner Bernstein requested Mr. Heath to contact Ms. Brink.

Commissioner Fleishell said that his motion was basically to get a consultant to help advise the Airport. He said that he felt it was a good idea and staff should move ahead on it right away.

Commissioner Coblentz said that he felt this item should come back to the Commission at a later date. He said that whatever was developed should be developed in conjunction with the City Attorney.

Commissioner Fleishell said that the Airport would, of course, be legal in everything that it did.

Commissioner Kadish suggested that the resolution be amended to indicate that staff should make a preliminary contact with Ms. Brink.

Commissioner Coblentz said that this idea had been under consideration for several months and should go forward.

Commissioner Fleishell asked who would contact Ms. Brink.

Mr. Heath said that he would.

* * *

H. Agenda Items Involving Policy and Major Operational Decisions.

the following resolution was unanimously adopted:

(6) Airport Parking Revenue, Increased Rates.

No. 81-0158

Resolution directing Staff to prepare revised rate recommendations for Airport Parking Facilities to the Airports Commission by September 1, 1981, based on the constant dollar revenue approach requiring an overall gross increase in parking revenue of at least 45%.

H. Policy and Major Operatins Decisions (continued)

(6) Airport Parking Revenue, Increased Rates (continued)

Mr. Heath said that the Airport had refrained from raising the garage rates until construction was completed, but he believed it was now appropriate. He said that staff was suggesting a general policy of a constant dollar approach for setting the parking rate. He said that staff would present a specific set of rate increase proposals to the Commission by the September 1st meeting.

Commissioner Coblentz said that from his experience the Airport now had a good garage and that people were now coming to him saying that they could find their way in it.

Commissioner Goosby said that achiving an equivalent to the 1973 revenue in constant dollars was a good a goal toward which the Airport should strive. He said that probably the Airport should raise its first hour rate to fifty cents from the current twenty-five cents.

Mr. Heath said that there were many implications with regards to the rate setting and he felt the first-hour should be kept relatively low.

Commissioner Goosby said that in constant dollars, the Airport was making even less money today than it did in 1973.

Mr. Heath said that that was correct.

Commissioner Bernstein said that a twenty-five cent increase in the first hour rate for parking seemed insignificant but it did amount to a great deal of money.

* * *

The following resolution was adopted with 4 ayes (Bernstein, Kadish, Goosby, and Fleishell) and 1 abstention (Coblentz):

(7) Selection of Consultant for Parking Revenue Control Equipment, \$25,000

No. 81-0159

Resolution selecting Cerand and Company as the consultant for the initial phase of selection of an Airport parking revenue control system.

Mr. Heath said that he has prepared a resolution with a blank space left for the name of the contractor to be selected. He said that Burke and Associates had a longer track record than the Cerand company, and that Mr. Sheldon Fein, Manager of Landside Operations, leaned toward the Burke firm.

Commissioner Bernstein asked who had done the work on the existing system at the Airport.

Mr. Heath said that the present system may have been installed by staff.

Commissioner Bernstein asked if there were any people on the Airport staff who could work with the consultant.

Mr. Heath said that there were.

H. Policy and Major Operational Decisions (continued)

(7) Selection of Parking Revenue Control Consultant (continued)

Commissioner Bernstein said that he understood the Airport was hiring the consultant for only the first phase of the contract.

Mr. Heath said that that was true and he would send a letter to whichever contractor was selected to tell it to come back later with recommendations for the balance of the contract.

Commissioner Kadish said that that the letter should be very carefully worded so that the intent would not be misinterpreted.

Commissioner Fleishell said that he had only one comment: he wondered how the Commission could be expected to select a consultant for task that staff found so complex that it could not handle without the advice of a consultant.

Commissioner Coblentz requested the Commission's permission to abstain from voting because he had not attended many of the Commission meetings at which this item had been discussed. The Commission agreed to his request.

* * *

the following resolution was discussed and consideration was postponed until a Closed Session:

(8) Airporter Contract.

Resolution authorizing Director to proceed with the competitive bidding process for the Airporter.

Commissioner Coblentz suggested that due to possible litigation, the matter should be discussed in a Closed Session at the end of the meeting.

* * *

the following resolution was unanimously adopted:

(9) Resolution Supporting Proposed Charter Amendment Amending Sections 7.203 and 7.204 Regarding Construction Contracts.

No. 81-0160

Resolution expressing Commission support for proposed Charter Amendment streamlining construction contract procedures. Resolution also directs Commission Secretary to convey to the Board of Supervisors the Commission's support.

* * *

H. Policy and Major Operational Decisions (continued)

the following resolution was discussed and, subsequently, consideration was postponed to a future meeting:

- (10) Supplemental Appropriation, Temporary Replacement, Assistant Deputy Director, Planning and Control.

Resolution requesting Mayor to recommend to the Board of Supervisors approval of a supplemental appropriation of \$29,000 from unappropriated surplus to cover the salary of a temporary replacement for the Assistant General Manager, Planning and Control, from July 1, 1981, through December 31, 1981.

Mr. Heath said that adoption of this would allow him to hire a replacement for Dale Fearn before December 31, 1981, when Mr. Fearn's accumulated time will run out.

Commissioner Bernstein requested that Mr. Heath give the matter of this much leave some thought because he found it unconscionable that someone would be able to accumulate this much leave.

Mr. Heath said that the accumulated time was sick leave and vacation time over which the Airport had no control. He said that the policy was set by the City Charter or Administrative Code.

Commissioner Bernstein asked how much of this time was compensatory time

Mr. Heath said that 'comp' time was about two weeks of the time, the rest being vacation and sick leave. Mr. Heath said that perhaps the Commission would want to adopt a resolution requesting that the Mayor or Board of Supervisors change the regulations.

Commissioner Kadish said that the Commission had received a statement that the job was necessary, but no job description of what functions a person in the position would perform.

Commissioner Goosby said that he had requested a job description but had not as yet received one.

Commissioner Coblenz suggested that the matter be put over and that a copy of the job description be forwarded to the Commission.

Mr. Heath said that he would like some direction from the Commission. He said that this situation occurs every time a top level manager leaves. He said that if the Airport were a private corporation, such a lapse in the top management would not be tolerated. He said that this was an inefficient way to operate.

Commissioner Coblenz said that he agreed but he felt that some of the Commission members were not persuaded that the position was necessary.

Commissioner Bernstein said that if the Airport was private industry and the position was really necessary, someone would have been trained to replace Mr. Fearn. He added that the entire question of 'comp' time should be studied.

Mr. Heath said that even if the Airport had trained someone, the person would not be able to occupy the position until it became vacant.

H. Policy and Major Operations Decisions (continued)

(10) Replacement for Asst. Dep. Dir. for Planning and Control
(continued)

Commissioner Goosby said that over a month ago he had requested a job description for the position and it had never been sent to him. He said that the Director may not have felt it was important to give him that information. He said that directors often attempt to 'put things over' on their boards or commissions.

Mr. Singer said that he was not speaking with respect to a replacement for Mr. Fearn, but each position was on a line in the budget, and if a person resigned and carried with him any sick leave or vacation, these benefits would continue for that position and the position could not be filled until the benefits ran out. He said that the problem was not whether someone is ready to step into the job but rather that no one can be appointed until the benefits run out or until a supplemental appropriation approved.

* * *

I. Consent Claendar of Routine Administrative Matters

the following resolutions were unanimously adopted (Item (19) as amended):

(11) Bid Call, Airport Contract No. 1286, Cog Roof Waterproofing
Phase II, International Rotunda, South Terminal

No. 81-0161

Resolution approving the final plans and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1286, Cog Roof Waterproofing, Phase II, International Rotunda, South Terminal.

(12) Bid Call, Contract No. 1322, Threshold Wind Indicators.

No. 81-0162

Resolution approving the scope, budget, schedule, and authorizing the Director of Airports to call for bids for Airport Contract No. 1322, Threshold Wind Indicators.

(13) Transfer Remaining Funds from Contracts 1200B(1), Piling for Boarding Area D and 1200B(2) Structural Steel for Boarding Area D in the amount of \$2,333,900.02 to Contract No. 1200B(3), General Construction for Boarding Area D. No increase in total amount of contracts.

No. 81-0163

Pursuant to the terms of the assignment of Contracts 1200B(1) and 1200B(2) to 1200B(3), approval of a resolution to transfer remaining funds to Contract 1200B(3) for completion of remaining piling and steel work.

I. Consent Calendar (continued)

- (14) One Year Extension of Legal Services Agreement with Hogan and Hartson and Increase of Hourly Fee. No increase in total Contract Amount.

No. 81-0164

Resolution approving Modification No. 7 to Agreement with Hogan and Hartson, to extend term of agreement for one year to July 14, 1982 and to increase the hourly fee from \$60.00 to \$75.00.

- (15) Rejection of Sole Bid, Airport Contract No. 1396, Remodeling of Emergency Communications Van.

No. 81-0165

Resolution rejecting the sole bid submitted by Peninsula Auto Center, Inc., dba Classic Van, 105 South Linden Avenue, South San Francisco,, CA 94080 for Contract No. 1396, Remodeling of Emergency Communications Van.

- (16) Supplement No. 3 to FAA License No. FA-WE-1845.

No. 81-0166

- (17) Tenant Improvement, Airport No. T-2500, American Airlines, North Terminal Inbound/Outbound Baggage Systems, \$1,000,000

No. 81-0167

Tenant contract to construct and install inbound/outbound baggage systems. All work will be done by American Airlines at its own and sole expense.

- (18) Tenant Improvement, Airport No. T-2340, Delta Airlines, North Terminal Inbound/Outbound Baggage System, \$778,300.00

No. 81-0168

Tenant contract to construct and install inbound/outbound baggage systems. All work will be done by Delta Air Lines at its own and sole expense.

- (19) Tenant Improvements, Airport No. T-2341, Delta Air Lines, Passenger Loading Bridges, Boarding Area 'E', \$402,900.00

No. 81-0169

Tenant Contract to construct and install passenger loading bridges. All work will be done by Delta Air Lines at its own and sole expense.

I. Consent Calendar (continued)

- (20) Tenant Improvement, Qantas Airways Limited, Cargo Handling Equipment, \$90,000.00.

No. 81-0170

Resolution approving plans by Qantas Airways and authorizing Qantas to proceed with the installation of new cargo handling equipment in Cargo Building No. 7. New equipment replaces obsolete equipment.

All work to be done by Qantas Airways at its own and sole expense and without rental credit.

Commissioner Fleishell said that regarding Item (19), he wished to make it clear that the Commission was voting only on a tenant improvement and nothing else, in particular, nothing related to the negotiations with Delta in which the airport were currently involved.

Mr. Heath said that Delta was going to move to Pier E and that the resolution was for the purpose of approving that move.

Commissioner Fleishell said that it made things difficult if the memo indicated that Delta would have a permanent location in Boarding Area A.

Commissioner Coblentz said that the Commission should look closely at the resolution.

Commissioner Fleishell said that he felt, legally speaking, a portion of the resolution was an admission against interest.

Mr. Don Garibaldi, Airport General Counsel, suggested that a phrase in the first 'whereas' clause of resolution be deleted since it might possibly be misconstrued.

* * *

J. Trailing Calendar.

There was no discussion of items on the Trailing Calendar.

* * *

K. Adjournment of Meeting to Go into Closed Session

There being no further business before the Commission, the public meeting was adjourned at 4:09 PM to go into Closed Session.



Eric Craven
Commission Secretary

21/8

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, July 21, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

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TO
MINUTES
OF THE
AIRPORTS COMMISSION MEETING

Tuesday, July 21, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, July 21, 1981

A. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:01 p.m., in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call:

Present:

Commissioners Morris
Bernstein, William K.
Coblentz, Ruth S.
Kadish, Z.L. Goosby.

Absent:

Commissioner J. Edward
Fleishell.

* * *

C. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0173

Resolution adopting the
Minutes of the May 5,
1981 and June 2, 1981
Airports Commission
meetings.

* * *

E. Director's Reports:

(1) Small Business Enterprise Policy.

Review of present Small
Business Enterprise
(SBE) policy and goals
and outlining problems
and potential options
open to Airports
Commission for future.

Mr. Richard Heath said that the item would be put over to a future meeting.

* * *

E. Director's Reports (continued)

(2) Garage and Courtyard Parking Policy.

Director's Report presenting staff recommendations for alternative courtyard parking as a result of upcoming terminal construction.

Mr. Heath outlined what steps staff suggested be taken with respect to the construction program and its effect on courtyard parking.

Commissioner Bernstein asked if enough parking space would be left for the limousines.

Mr. Heath answered that staff was planning to develop a special section for them.

* * *

(3) Television Viewing Lounge

Status of the television viewing lounge.

Commissioner Coblentz said that he was very much against having small, black & white 'chair' TV's similar to those in the Greyhound bus stations. He said he would like to postpone discussion of this item until there were going to be large, free televisions available.

Mr. Heath said that staff was working on possible alternative proposals.

* * *

(4) Interior Landscaping.

The Civil Service Commission is withholding the Interior Landscaping Professional Services Agreements and the Airport has had to inform the respective contractors to cease their operation in maintaining the interior plants since funds cannot be certified until the Civil Service Commission places their stamp of approval on the contracts.

Mr. Heath said that this matter would come before the Civil Service Commission in the near future.

Commissioner Bernstein said that there was an urgency regarding this matter and he wanted to get it taken care of.

D. Announcement by Commission Secretary.

Mr. Eric Craven, Commission Secretary, noted that the announcement of items adopted in Closed Session on July 7 had not been read.

Commissioner Coblentz summarized the announcement (which announcement is attached and included by reference).

E. Director's Reports (continued)

(4A) New Locations for Duty Free Shops

Mr. Heath called attention to a letter from Duty Free requesting space in the South Terminal. He said that this would be possible with Commission approval.

Commissioner Coblentz said that as he understood it, all the lawyers agreed that the Commission could legally authorize such spaces.

Commissioner Goosby said that there should be a policy on this matter so that other tenants could request similar changes in their location due to the reconstruction.

Mr. Heath said that he would bring a formal proposal to the Commission at the next meeting.

* * *

F. Items Initiated by Commissioners.

(4B) Commendation of Mr. Heath

Commissioner Coblentz said that a resolution should be introduced thanking Mr. Heath for his four years of leadership and service and accepting his resignation.

* * *

(5) Commercial Vehicle Emissions.

Report concerning commercial vehicle emissions.

Commissioner Kadish said that she had requested a report on commercial vehicle emissions. She said that upon examination she had found the area to be extremely technical and not within the Commission's jurisdiction. She suggested that Dr. Cross be told that private cars and vehicles impact more than airport vehicles and plans and that other agencies are responsible for controlling emissions from the automobiles.

Mr. Heath said that he would write Dr. Cross.

F. Items Initiated by Commissioners (continued)

Commissioner Goosby said that as he understood it, the Airport had no control over how commercial vehicles were maintained. He wondered if this was also true regarding the Airporter bus.

Mr. Don Garibaldi, Airports General Counsel, said that the Airport had jurisdiction over cabs on Airport property and they were licensed and regulated by the City through the Police Commission.

* * *

(5A) SamTrans Route

Commissioner Kadish said that the Commission had been informed several meetings ago that the 7F route would be going on the top level of the terminal roadways.

Mr. Heath said that the change would be made in the near future.

* * *

G. Agenda Items Involving Policies or Major Operational Decisions

the following resolution was unanimously adopted:

(6) Facilities Management Contract for Data Processing.

No. 81-0174	Implementation of Facilities Management contract for data processing.
-------------	---

Mr. Heath said that the Airport has had difficulty in hiring and maintaining a group of competent people in the data processing operations because people keep leaving for private industry. He said that a private firm could keep its people because it paid higher salaries.

Commissioner Goosby asked if the Controller would have to certify that contracting out for those services was less expensive.

Mr. Heath said that that was true.

Commissioner Goosby asked Mr. Heath if he thought the cost would be less if higher salaries were paid.

Mr. Heath said that he thought so, because a private firm would handle the somewhat small amount of data processing the Airport needed as just a portion of its workload. He said that data processing people were, currently, using the Airport as a training ground and then moving on to better jobs.

* * *

G. Policy and Major Operational Decisions (continued)

the following resolution was put over to a future meeting:

- (7) Supplemental Appropriation, Temporary Replacement, Assistant Deputy Director, Planning and Control.

Resolution requesting Mayor to recommend to the Board of Supervisors approval of a supplemental appropriation of \$29,000 from unappropriated surplus to cover the salary of a temporary replacement for the Assistant General Manager, Planning and Control, from July 1, 1981, through December 31, 1981.

Mr. Heath requested that this item be put over to a future meeting.

* * *

H. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (8) Retirement of Mr. Vincent Brogan and Mr. Frank Monteleone

No. 81-0175
No. 81-0176

Resolutions recognizing the service of Mr. Vincent Brogan, Truck Driver, and Mr. Frank Monteleone, Custodian, on their retirement from City service.

- (9) Bid Call, Contract No. 1398, Concession Storage Space, Basement Level, North Terminal

No. 81-0177

Resolution approving the final plans and specifications, and authorizing the Director of Airports to call for bids for Airport Contract No. 1398, Concession Storage Space, Basement Level, North Terminal.

The work consists of installing new partitions and doors sub-dividing the area into various rooms for concession storage leasing at the Basement Level, North Terminal.

Total contract time is thirty (30) calendar days.

H. Consent Calendar (continued)

- (10) Revised Scope of Work and Budget for Contract No. 988, Remodeling Engineering Building and Approval of Amendment No. 2 to Robert B. Wong, Architect, Professional Services Agreement.

No. 81-0178

Resolution revising the scope of work and construction budget for the remodeling of the Engineering Building from \$950,000 to \$310,000 and approving Amendment No. 2 to the professional services agreement with Robert B. Wong, Architect, authorizing him to proceed with the work at a total fee not to exceed \$25,600.00.

The only work to be done on the Engineering Building will be the replacement of the heating and air conditioning units and upgrading the HVAC system to meet present building and energy conservation codes. Building area is about 30,000 sq. ft.

- (11) Approval of Claims Settlements, \$5,424.45

No. 81-0179

Resolution approving the action of the Director of Airports, with the approval of the City Attorney, in the settlement and compromise of claims during the months of April, 1981 to June, 1981, in accordance with Airports Commission Resolution No. 74-0237.

- (12) Rescission of North Terminal Jewelry Kiosk Lease.

No. 81-0180

Resolution authorizing rescission of Commission Resolution No. 81-0080, dated April 7, 1981, regarding award of lease of Customized Jewelry Kiosk in the North Terminal Building to Miley, a partnership between Michael Cohn and Lydia Jew.

- (13) Professional Services Agreement for Auditing, Extension of Time.

81-0181

Resolution approving the action of the Director of Airports in extending the completion date of the professional services agreement with Steven Yu and Co., CPA's, for auditing the books of major concessions, airlines' landings, and contractors at S.F.I.A., from June 30, 1981 to December 31, 1981.

H. Consent Calendar (continued)

- (14) Modification and Extension of Professional Services Agreement, Iver C. Larson & Associates, Safety Consultants, \$13,000.00

No. 81-0182

Resolution approving the modification and extension of the professional services agreement with Iver C. Larson & Associates to provide safety consulting services at a total cost of \$13,000.00.

Original amount of contract	\$12,996.00
Modification No. 1	\$13,000.00
Revised amount of contract	\$25,996.00
Original completion date	June 30, 1981
Revised completion date	July 31, 1982

- (15) Tenant Improvements, American Airlines, Boarding Area E, Passenger Loading Bridges, \$856,000.

No. 81-0183

Tenant contract to construct and install passenger loading bridges.

All work will be done by American Airlines at its own and sole expense.

- (16) Tenant Improvement, Aeroplex Stands, Inc., Zale Corporation, News/Gift Shop, \$160,000.

No. 81-0184

Resolution approving plans by Aeroplex Division of Zale Corporation of Dallas, Texas and authorizing Aeroplex to proceed with the construction of a newsstand and gift shop, one at the easterly end of North Terminal and one at Boarding Area "E".

All work to be done by Aeroplex, Zale at its sole expense and without rental credit.

- (17) Tenant Improvement, Eastern Airlines, Ground Services Equipment Repair Facility, \$95,000.

No. 81-0185

Resolution approving final plans and specifications submitted by Eastern Airlines showing interior modifications to the hangar building on Plot 42B for a ground services equipment repair shop, and authorizing Eastern to proceed with the work.

The work will be done by Eastern Airlines at its own and sole expense and without rental credit. The estimated construction cost is \$95,000.00.

- (18) Approval of Sublease Amendments, American Airlines Plot 40 Lease.

No. 81-0186

Resolution approving amendments to sublease agreements from American to TWA and from American to PSA. Both amendments affect American Airlines' Plot 40 lease (Superbay Hangar).

H. Consent Calendar (continued)

Commissioner Goosby asked regarding Item (12) if staff was considering combining the perfume kiosk with the jewelry kiosk.

Mr. Heath said that that would be one alternative. He thought that it might be better, however, to wait to put this out to bid until after the small business policy had been redefined.

Commissioner Kadish asked if the current bidders would be able to bid at that time again.

Mr. Heath said that they would.

Commissioner Coblentz said that by this action, the Commission was wiping the slate clean.

* * *

I. Special Item.

(19) Presentations by Executive Search Firms

Mr. Heath said that in the process of finding a successor for himself, several executive search firms had been contacted.

Commissioner Coblentz said that it was his understanding that the Commission was not expected to make a selection at this time but only to hear the presentations.

Mr. Abbott of Abbott-Bowe Co. distributed materials and gave a presentation, noting that his firm searches for executives in the \$50,000 a year plus category. He said that they primarily work in the private sector.

Mr. Ron Goerss of Goerss & Co. said that his company was in its second year of operation. He said that his firm took the approach that they would be the Commission's allies in the search process. Mr. Bruce Tufts, also of Goerss and Co., said that he wanted to underscore the competence of the people they have to work on an executive search.

Commissioner Kadish asked them if they considered three months to be the minimum time they could take to complete the job.

Mr. Tufts said that they have found that it usually took three months from the time they were engaged to the date a person began work.

I. Special Item (continued)

(19) Executive Search Firms (continued)

Mr. David Elliott of Heidrick and Struggles said that their approach was to meet with each of the Commissioners and see what each individual wanted. He stressed that they had offices in ten cities and that they had many years of expertise.

Commissioner Coblenz asked how long he thought it would take his company to accomplish the task and what was his expected compensation.

Mr. Elliott said that it would take about 2-1/2 to 3 months and a full search would cost between \$27,000 and \$25,000.

Mr. Norm Roberts of Korn/Ferry International said that his firm's orientation was that there was no best Airport Director, but rather his firm tried to get a good fit, a person who would work well with the Commission. He said that his firm could also assist in the salary negotiations and, he wanted to note that his was a worldwide firm with considerable experience in working with public agencies.

* * *

J. Trailing Calendar.

There was no discussion of the item on the Trailing Calendar.

* * *

K. Recess of Meeting.

There being no further business before the Commission, the public meeting was recessed to go into Closed Session at 3:14 pm.



Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, August 4, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION MEETING

Tuesday, August 4, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, August 4, 1981

A. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:05 p.m., in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call:

Present:

Commissioners Morris
Bernstein, Ruth S.
Kadish, Z.L. Goosby,
J. Edward Fleishell.

Absent:

Commissioner William K.
Coblentz.

* * *

C Adoption of Minutes:

There were no Minutes adopted at this meeting.

* * *

D. Announcement by Commission Secretary:

There was no announcement by the Commission Secretary.

* * *

E. Director's Reports.

(1) Status of Shuttle Bus Contract.

Mr. Richard Heath, Director of Airports, said that it has become increasingly difficult to contract out services. He said that staff had found that it took more and more time to get a contract approved. He said the bus contract was one contract at the Airport that afforded some flexibility to operators. He said that with the controller's strike, staff had requested the shuttle bus to increase the frequency of its trips. He said that a contractor could go out and hire drivers, put them to work and release them when they were no longer needed, while a City-operated service could not do that. He said that the current shuttle bus contract was still pending before the Controller, John Farrell, and he had written a letter saying his staff was still considering the matter. Mr. Heath said that he felt that the Airport's right to contract out services was at stake.

Mr. Peter Singer, Deputy Director for Business and Finance, said that the City cost was higher than the cost of contracting out the shuttle bus.

Commissioner Bernstein inquired if there was any particular urgency in getting this done.

Mr. Singer said that he felt there was and the Airport was presently operating on a month-to-month basis.

Commissioner Bernstein asked what the Commission could do to help.

Commissioner Fleishell suggested that Commission President Bernstein work out some mechanism so that there could be an exchange of views with the Controller.

* * *

(2) Small Business Enterprise Policy

Report summarizing Airport's experience and problems to date with small business enterprises and delineating potential goals and changes to Small Business Enterprise policy.

Mr. Heath said that Airport staff now had some experience with the problems small businesses encounter at the Airport and suggested that it would be appropriate for the Commission to give further consideration to its goals and policies. He said that small, minority, and women-owned businesses have had problems in being awarded Airport contracts.

Commissioner Bernstein said that no small business could compete at the Airport. He said that there did need to be discussion by the Commission and the setting of a policy.

* * *

E. Director's Reports (continued)

- (3) Presentation by Marjorie Brink of Peat, Marwick & Mitchell on Concession Contract Format.

Mr. Heath said that staff had contacted Ms. Brink, and had found that she had wide experience. He asked Ms. Brink to address the Commission.

Ms. Brink gave the Commission a resume of her background and experience. She noted that she had worked with various Airports in developing a master leasing arrangement.

Commissioner Goosby inquired if, under her program, leases were bid competitively.

Ms. Brink said that the master leases were bid competitively.

Commissioner Fleishell said that if the Commission agreed on the idea then there could be movement forward. He said that the Mayor of Atlanta had told him that Atlanta has the same kind of Charter provision as San Francisco which required competitive bidding.

Commissioner Goosby said that he believed the legal situation could be straightened out.

* * *

F. Items Initiated by Commissioners.

- (3A) Restricting of General Aviation

Commissioner Kadish said that in view of the Air Controllers strike, perhaps it would be best if the Airport reduced the number of general aviation authorized landings.

Commissioner Fleishell said that under the existing law, the Commission had no authority to control whether general aviation aircraft could land.

Mr. Heath said that the FAA had indicated that if they were to impose restrictions, it would probably be on general aviation.

* * *

G. Agenda Items Involving Policies or Major Operational Decisions.

The following resolution was discussed and subsequently put over to a future meeting:

- (4) Executive Search Firm.

Resolution authorizing agreement with Executive Search Firm to recruit qualified applicants for position of Director of Airports.

G. Agenda Items Involving Policies or Major Operational Decisions.
(continued)

(4) Executive Search Firm. (continued)

Mr. Heath said that it was his understanding that the Commission wished to hire Goerss and Company.

Commissioner Fleishell said that he did not attend the last meeting, but it seemed that if an executive search firm were generally paid a percentage of the executive salary, he wondered if a number of firms couldn't be engaged and the one paid who found the Director the Commission hired.

Commissioner Bernstein wondered if the matter could not be put over to another time.

* * *

The following resolution was unanimously adopted:

- (5) Contract No. 1317, Renovation of Airborne Building Annex; Approval of Preliminary Plan, Budget, and Authorization for Bid Call.

No. 81-0188

Resolution approving (1) the Preliminary Plan for repairing and remodeling the Airborne Building Annex for the relocation of airport administrative offices, (2) construction budget of \$450,000, and (3) a 7-1/2% contingency budget of \$33,750.

Resolution also authorizing the Director to call for bids when ready.

Mr. Heath said that staff had gotten far enough on its plans and had been able to come up with a specific figures. He said most of the costs were necessary to make the building rentable.

Commissioner Fleishell wondered if Mr. Friedman, the Commission's architectural consultant, had seen the proposal and if it had his approval.

Mr. Jason Yuen, Director of the Bureau of Terminal Construction, said that Mr. Friedman had not been in town.

Commissioner Kadish called attention to the placement of the Public Relations Officer and the Community Affairs Director in the proposed plan. She felt that these are people who deal with the public and that they are people who should be accessible to the public as they come onto the main staff floor. She pointed out the area where the Commission Secretary and Clerk/Steno were placed. She said that the Commission had stated they wished the Secretary to be in contact with the Director and readily able to receive information. She inquired of Mr. Yuen whether this would create too much difficulty if the Community Affairs office would be transferred and placed in a better position for contact with the public.

G. Policy and Major Operational Decisions (continued)

(5) Renovation of Airborne Building (continued)

Mr. Yuen said that he could talk with the architect and get back to the Commission about the matter.

Commissioner Fleishell said that he felt if he were in the Director's position, he would have his two major divisions, Operations and Business and Finance, closest at hand. He would then have the other units located around those two divisions. He wondered why some of the offices were located in the places they were.

* * *

The following resolutions were put over to a future meeting:

(6) Supplemental Appropriation Request - Rental Payments on Pan Am Training Building, \$204,000.

Resolution to request a supplemental appropriation of \$204,000 for 9 months rent in FY 81-82 of the Pan Am Training Building which will be used to house various Airport functions having to relocate from present quarters.

(7) City Sublease of Pan American Airlines Training Building.

Resolution authorizing the Director to enter into an agreement with Pan American Airlines whereby the City will recapture Plot 1D and sublease a portion of Plot 1C, together with the improvements thereon, for the purpose of relocating certain operations functions. Beginning rental: \$271,000 per year.

Commissioner Fleishell said that he had not had a chance to study these matters and requested that they be put over.

* * *

The following matter was unanimously adopted:

(8) Change, Contraction or Expansion of Concession Premises, Modernization and Replacement Program Policy.

No. 81-0189

Resolution authorizing the Director of Airports to negotiate and accommodate certain concession tenants adversely affected by City's modernization and replacement program.

G. Policy and Major Operational Decisions (continued)

Mr. Heath said that resolution was pursuant to the Commission's request that a general policy and procedure be set up so that all concessions were treated the same.

* * *

H. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (9) Change of Subcontractors, Contract 1022, South Terminal and Pier e Modifications for PSA and Republic Airlines, No Change in Contract Price.

No. 81-0190

Resolution approving Hodgson Construction Incorporated's request to substitute Vosters Construction Company in lieu of Able Erectors as their Structural Steel and Miscellaneous Metals subcontractor. Neither subcontractor is a minority firm and therefore will not affect the level of minority participation on Contract 1022. No change in contract price.

- (10) Authorization for L.A. Turpen and J. Peter Singer to Attend A.O.C.I. Meeting in Portland, Oregon.

No. 81-0191

Resolution authorizing Deputy Directors of Airports, L. A. Turpen and J. Peter Singer to attend the Aiport Operators Council International annual and technical committee meetings in Portland, Oregon, from October 18-23, 1981. Estimated cost of this trip shall not exceed the sum of \$1,500.

H. Consent Calendar (continued)

- (11) Modification No. 1 and Completion of Professional Services Agreement, Signet Testing Laboratories, Inc.

No. 81-0192

Resolution accepting the work under Professional Services Agreement with Signet Testing Laboratories, Inc., Controller's No. CT-10313, as satisfactorily completed and approving and requesting the Controller's certification of Credit Modification No. 1 in the amount of \$791.00.

Original amount of
agreement \$25,000.00
Modification No. 1
(credit) (\$ 791.00)
Final amount of
agreement \$24,209.00
Start date August 27, 1980
Original completion
date June 30, 1980
Actual completion
date June 30, 1981

- (12) Bid Call, Contract No. 1371, Time-of-Day Metering Installations.

No. 81-0193

Resolution approving the final plans and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1371, Time-of-Day Metering Installations.

The purpose of this contract is to install electrical recording devices necessary for time-of-day, Schedule A-22, metering for large electrical usage customers. Under this contract recording equipment will be added to two existing metering installations, one on Pan Am Maintenance Base and the other on United Air Lines Maintenance Hangar on Plot 4.

Construction time is sixty calendar days.

The construction budget for this project is \$35,000.

* * *

J. Trailing Calendar

There was no discussion of the item on the Trailing Calendar.

K. Recess of Meeting.

There being no further business before the Commission, the public meeting was recessed to go into Closed Session.

Warren D. Hansen
for Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, August 18, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President

WILLIAM K. COBLENTZ
Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
AIRPORTS COMMISSION
MINUTES

Tuesday, August 18, 1981

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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, August 18, 1981

A. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:07 p.m., in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call:

Present: Commissioners William K. Coblentz,
Ruth S. Kadish, Z. L. Goosby and
J. Edward Fleishell

Absent: Commissioner Morris Bernstein

* * *

C. Adoption of Minutes:

There was none before the Commission.

* * *

D. Secretary's Announcement of Actions Taken in Closed Session, Tuesday, August 4, 1981.

Commission Vice President Coblentz, summarized the announcement (which is attached and included by reference).

* *

D1. Special Item.

The following item was unanimously adopted:

- (1) Resolution of appreciation to Richard R Heath.

No. 81-0196 Resolution describing Richard R. Heath's work and accomplishments and expressing the Commission's appreciation for his years of service.

* * *

E. Director's Reports:

(1) Presentation by Black Leadership Forum.

The Black Leadership Forum has requested that it be able to address the Commission regarding the lack of minority business participation in concessions at the Airport. Mr Frederick Jordan, President of the Black Leadership Forum read a statement (which is on file in the Commission Secretary's Office) regarding the lack of minority business enterprises at the Airport and suggestions as to why his organization could assist in rectifying the situation. Mr. Jordan emphasized that he was looking for results.

Ms. Idaree Westbrooke said that she did not feel that the Airport would be able to have good results without the active participation of the Black Leadership Forum. She said that that organization was talking about having black people where there were significant business opportunities.

* * *

The following item was put over to a future meeting.

(2) Small Business Enterprise Policy.

Report summarizing Airport's experience and problems to date with small business enterprise and delineating potential goals and changes to Small Business Enterprise policy.

* * *

(3) Rides Program

From January through June, 1981, the Airport conducted a Ridesharing campaign on-Airport, in cooperation with Rides for Bay Area Commuters, Inc. A "Rides" intern was placed on-Airport 20 hours per week during the program. As a result of these efforts, 400 Airport employees signed up for the rides program.

There was no discussion of this item.

* * *

E. Director's Reports (continued)

(4) SFO Airporter Employee Discount

In mid-February, 1981, S.F.O. Airporter instituted a commuter plan on the regularly scheduled service. Discount of 75% off the regular \$4.00 fare are offered, in books of 20 tickets. Currently 125 books are being sold monthly.

There was no discussion of this item.

* * *

(5) 1981-82 Budget

A report of the final 1981-82 Airport Budget as approved by the Board of Supervisors.

There was no discussion of this item.

* * *

F. Items Initiated by Commission

There were no items initiated by Commissioners.

* * *

G. Agenda Items Involving Policies or Major Operational Decisions

The following resolution was discussed and further consideration postponed to a future meeting.

- (6) Executive Search Firm Resolution authorizing agreement with Executive Search Firm to recruit qualified applicants for position of Director of Airports.

Commissioner Coblenz suggested that this item be put over for thirty days.

* * *

The following items were discussed and further consideration postponed to a future meeting.

- (7) Supplemental Appropriation Request, Rental Payments on Pan Am Training Building, \$204,000

Resolution to request a supplemental appropriation for \$204,000 for 9 months in FY 81-82 of the Pan Am Training Building which will be used to house various Airport functions having to relocate from present quarters.

G. Policies or Major Operational Decisions (continued)

(8) City Sublease of Pan Am Airlines Training Building

Resolution authorizing Director to enter into an agreement with Pan American Airlines whereby the City will recapture Plot 1D and sublease a portion of Plot 1C together with the improvements thereon for the purpose of relocating certain operations functions. Beginning Total: \$271,000 per year.

Commissioner Fleishell said that Wallace Wortman, Director of Property, should be contacted to do an evaluation of this property before a decision was made. Commissioner Coblentz said that a comparison should be made between the cost of the sublease versus the cost of the Airport constructing its own building.

Commissioner Kadish said that she would like details about the cost of alternative sites.

J. Peter Singer, Acting Airports Director, said that the reason for moving ahead with this was so that the Airport Police would have new headquarters by October.

Commission Coblentz said that staff should prepare alternative plans because the Commission will not act "under the gun."

* * *

The following Resolution was unanimously adopted:

(9) Professional Service Consulting Contracts

No. 81-0197

Proposed Policy Resolution on the selection procedures for professional services consulting contracts

* * *

The following resolution was discussed and further consideration postponed to a future meeting:

(10) Renewal of Annual Janitorial Contract for North Terminal Facility.

Resolution approving Modification No. 1 and authorizing Director to exercise option to renew Contract No. 1321, Cleaning Services contract for North Terminal Facility for FY 1981-82, subject to Controller's determination and approval on meeting Proposition J requirements.

The Contract for this work is American Building Maintenance Company of San Francisco.

G. Policies or Operational Decisions (continued)

Mr. John Bowers of the Service Employees International Union (SEIU) said that his analysis shows that the salaries used to calculate the cost of City employees doing the work are all at the highest step. He said that, on the other hand, the salary level used to calculate the cost of contracting out was at the lowest salary level.

Commissioner Coblentz said that the Controller should make this decision as to which was least expensive, so Mr. Bowers information should go to the Controller.

Commissioner Goosby said that there should be a meeting between Airport financial people, custodial staff, the Controller's people and the Unions.

Commissioner Kadish said that she was concerned about all the City janitorial staff who will be laid off when the Central Terminal closes.

Commissioner Goosby asked if the contract could be continued on a month-to-month basis.

Mr. Singer said that he believed it could be.

Commissioner Coblentz said that he believed the resolution should be adopted in order to get the process of consideration by the Controller's Office started.

Ms. Pat Jackson, the Executive Secretary of SEIU Local 400, said that the implications of City workers going to work for the private contractor were quite complex, involving questions of transfer of security, etc.

Commissioner Goosby said that he would like the item put over.

Commission Coblentz said that it was important that the various parties get together and discuss the issue.

* * *

The following resolution was unanimously adopted:

(11) Mutual Rescission of Dobbs Houses, Inc. Central Terminal Leases

No. 81-0198	Resolution consenting to mutual rescission of Dobbs Houses, Inc.'s leases in Central Terminal for news and gifts stores and authorizing Director of Airports to execute appropriate agreements of mutual termination.
-------------	---

* * *

The following resolution was unanimously adopted:

(12) Concession Premises Expansion, South Terminal Newsstand and Gift Store

81-0199	Resolution approving locations of expansion of South Terminal concession areas for Duty Free Shoppers (gift store) and Dobbs Houses (newsstand).
---------	--

G. Policies and Operational Decisions (continued)

The following resolution was unanimously adopted:

- (13) Tenant Improvements, Duty Free Shoppers and Dobbs Houses, Inc., Newsstand and Gift shop, South Terminal Piers e, f/ff, and g.

81-0200

Resolution approving the schematic designs of various news and gift shop locations in the South Terminal.

* * *

H. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

- (14) Settlement of Claim of CCSF Against Yellow Cab, \$225,000.00

No.81-0201

Resolution approving settlement of Airport's \$129,775.03 claim against the Bankrupt estate of Yellow Cab Corporation by acceptance of a total sum of \$125,000.00.

- (15) Award of Airport Contract No. 1225, Pavement Overlay Taxiway "B", South End, \$1,025,882.00.

No.81-0202

Resolution awarding Contract No. 1225, Pavement Overlay Taxiway B, South End to F.M. & L., 330 Bloomquist Street, Redwood City, CA 94063, in the total amount of \$1,025,882.00.

Bids received on July 30, 1981:

1. F.M. & L.	\$1,025,882.00
2. Piazza Construction Co.	\$1,105,450.00
3. Branaugh Excavating	\$1,112,531.00
4. O.C. Jones	\$1,114,794.00
5. Piombo Corporation	\$1,134,840.00
6. McGuire & Hester	\$1,153,172.00
7. Con Ex Co.	\$1,210,275.00
8. Bay Cities Paving & Grading	\$1,457,081.00

Part of FAA ADAP Project No. 10 for which City will be reimbursed 75% of the cost of the work.

H. Consent Calendar (continued)

- (17) Award of Contract No. 1398, Concession Storage, North Terminal, \$38,000.00.

No.81-0203 Resolution awarding Contract No. 1398, Concession Storage, North Terminal, to Richardson Construction, 701 Bacon Street, San Francisco, CA 94134, in the amount of \$38,000.00.

Bids received on August 7, 1981:

1. Richardson Construction	\$38,000.00
2. J.M. Construction	\$39,600.00
3. Design II Construction	\$42,173.00
4. Nibbi Brothers	\$43,750.00
5. James Marsh Company	\$43,800.00
6. Cresci Electric, Inc.	\$47,961.00
7. Feinstein Construction, Inc.	\$49,797.00

- (18) Award of Contract No. 1322, Threshold Wind Indicators, \$18,308.75.

No.81-0204 Resolution awarding Contract No. 1322, Threshold Wind Indicators to Delta Star Electric Co., Inc. in the total amount of \$18,380.75.

The purpose of this contract is to provide pilots with visual wind indicators for additional safety of light aircraft operations.

Bids received on August 5, 1981:

1. Delta Star Electric Co., Inc.	\$18,380.75
2. Coast Electric Company	\$19,260.00
3. John McCord Gen. Contractor	\$21,611.00

Construction time is 45 calendar days.

- (20) Rejection of Bids and Authorization to Rebid Contract No. 1277, Pedestrian Bridges, Central Terminal Roadways.

No.81-0205 Resolution rejecting all bids received on July 31, 1981, for Contract No. 1277, Pedestrian Bridges, Central Terminal Roadways and authorizing the Director of Airports to call for new bids on revised plans and specifications.

The lowest bid exceeded the approved construction budget by 24%. Bids received on July 31, 1981, were as follows:

Kenneth Barker P.O. Box 425 Alamo, CA 94507	\$247,893.00
Hodgson Construction Inc. 2815 Fair Oaks Ave. Redwood City, CA 94063	\$254,000.00
William P. Young, Inc. 570 Price Ave. Redwood City, CA 94063	\$259,895.00

H. Consent Calendar (continued)

- (20) Rejection of Bids and Authorization to Rebid Contract No. 1277 (continued)

James Marsh Co. \$278,000.00
735 Industrial Road
San Carlos, CA 94070

Homer J. Olsen, Inc. \$295,900.00
2726 Lynch Way
Union City, CA 94587

Valentine Co. \$336,840.00
111 Pelican Way
San Rafael, CA

- (21) Airport Contract No. 1015, Garage, Stage V, Final Modifications, Modification No. 20 & Substantial Completion, \$17,886.17 credit.

No.81-0206 Resolution declaring Airport Contract No. 1015, Garage: Stage V - Final Modifications as over 99% complete, authorizing the Director of Airports to enter into an "Agreement" with contractor, approving and requesting the Controller's certification of credit Modification No. 20 in the amount of \$17,886.97, and approving payment in the amount of \$964,120.06 in favor of contractor, Titan Pacific Construction Corporation.

Original amount of contract	\$13,925,744.00
Prior Modifications No. 1 thru 19 (Debit)	\$339,300.92
Revised amount of contract	\$14,265,044.92
Modification No. 20 (credit)	17,886.97
Revised amount of contract	\$14,247,157.95

- (23) Airport Development Aid Program (ADAP-12), Project Application for \$4,730,787.00.

No.81-0207 Resolution approving the submission of Project Application for ADAP funds of \$4,730,787.00, and requesting Board of Supervisors for authorization to file Project Application and accept the resulting Grant offer.

- (24) Tenant Improvement, San Francisco Community College District, Plot 20, Airport School Improvements, \$145,000.

No.81-0208 Resolution approving final plans and specifications submitted by San Francisco Community College District and authorizing the District to proceed with construction consisting of modifications to their existing spray booth building, concrete pad, and asphalt pavement surfacing of the existing parking lot.

The work will be done by the College District at its own and sole expenses and without rental credit. Estimated construction cost is \$145,000.

H. Consent Calendar (continued)

- (25) Tenant Improvements, Airport No. T-2564, Car Rental Companies, North Terminal Car Rental Counters, \$65,000 (at Tenant's Expense)

No.81-0209

Tenant contract to construct car rental counters in North Terminal baggage claim area.

All work will be done by the Car Rental Companies at their own and sole expense.

* * *

H1. Items Removed from Consent Calendar

The following resolution was unanimously adopted:

- (16) Award of Contract No. 1165, Improvements to Lower Level Roadway, Central to South Terminal, \$306,114.00.

No.81-0210

Resolution awarding Contract No. 1165, Improvements to Lower Level Roadway, Central to South Terminal, to Piombo Corporation, Belmont, California.

Bids received on August 7, 1981:

1. Piombo Corporation	\$306,114.00
2. McGuire & Hester	\$387,200.00
3. Piazza Construction Co.	449,439.00
4. Lowrie Paving Co., Inc.	486,981.50
5. The Quico Corporation	604,045.00

Part of FAA ADAP Project No. 11 for which City will be reimbursed 75% of the cost of the work.

Commissioner Goosby asked if the suggested work were done, would it be damaged by heavy trucks going over it to get to new construction sites.

Mr. Robert Lee, Deputy Director for Engineering, said that most of the trucks were going to job sites over the airfield and not on the access roadway.

* * *

The following resolution was discussed and further consideration postponed to a future meeting:

- (19) Award of Contract No. 1286, Cog Roof Waterproofing, Phase II, International Rotunda, South Terminal, \$13,231.00.

Resolution awarding Contract No. 1286, Cog Roof Waterproofing, Phase II, International Rotunda, South Terminal, to Bryant Organization, Inc., P.O. Box 24081, Oakland, CA 94623.

The purpose of this contract is to complete the waterproofing of the roof expansion joints between the Rotunda and the "cogs" started previously under Phase I.

Bids received on August 5, 1981:

- | | |
|---------------------------------|-------------|
| 1. Bryant Organization, Inc. | \$13,231.00 |
| 2. California Roofing Co., Inc. | \$19,260.00 |
| 3. Anderson Construction Co. | 20,206.00 |
| 4. Fidelity Roof Co. | Invalid bid |

Mr. Stan Smith of the San Francisco Building Trade Council said that the Bryant firm did not participate in the apprenticeship program.

Mr. James Woods, Acting Airports General Counsel, said that he had not heard anything about this matter until this time.

Commissioner Coblenz suggested further consideration be postponed.

* * *

The following resolution was unanimously adopted:

- (22) Professional Services Agreement, Stoner/McIntosh Laboratories, \$25,000.

No.81-0211

Resolution approving a professional services agreement was Stoner/McIntosh Laboratories, 409 Mathew Street, Santa Clara, California 95050, to provide services for waste water testing and analysis.

This is an annual contract put out on a competitive bidding basis for the testing and analysis of waste water samples necessary to meet the self-monitoring requirements set by the Regional Water Quality Control Board.

Commissioner Coblentz asked if other firms bid on this work.

Mr. Lee referred Commissioner Coblentz to a table in his Commission packet of information.

I. Special Item

The following resolution was unanimously adopted:

- (26) Commemoration of John T. Mauro, General Manager of SanTrans.

No.81-0212

Resolution expressing the Commission's sadness at Mr. Mauro's sudden and untimely death and adjourning the Commission meeting in his memory.

* * *

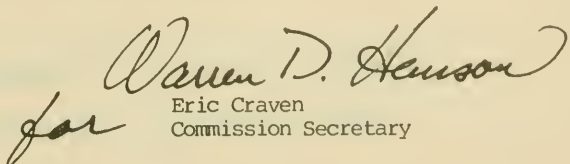
J. Trailing Calendar

There was no discussion of item (27) on the Trailing Calendar

* * *

K. Adjournment of Meeting to go into Closed session.

There being no further business before the Commission, the public meeting was adjourned in the memory of John T. Mauro, to go into Closed Session at 2:53 pm.


Eric Craven
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, September 1, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President

WILLIAM K. COBLENTZ
Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, September 1, 1981

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	(1)	Small Business Enterprise Policy		4
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F.		Items Initiated by Commissioners West of Bayshore Property		4
G.		Agenda Items Involving Airport Policies and Major Operational Decisions		
	(3)	Renewal of Annual Janitorial Contract for North Terminal	81-0215	5
	(4)	Landing Weights for Airline Aircraft	81-0216	5
	(5)	Award of Contract No. 1286, Cog Roof Waterproofing - Phase/II International Rotunda - ST	81-0217	
	(6)	Supplemental Appropriation Request Rental Payments on Pan Am Training Building, \$204,000	81-0218	6
	(7)	City Sublease of Pan Am Training Building	81-0219	6
	(8)	Boarding Area D - Hydrant Fueling System - SFAIC Financing	81-0220	6
H.		Consent Calendar of Routine Administrative Matters		
	(9)	Supplemental Appropriation for Fringe benefits, \$9,181.00	81-0221	6
	(10)	Supplemental Appropriation Retroactive Salaries, \$5,429.	81-0222	7
	(12)	Bid Call, Contract No. 1397, Installation of Ceiling, South Terminal	81-0223	7
	(13)	Bid Call, Contract No. 1399 Roll-up Doors and Related Work for Firehouse No. 1	81-0224	7

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<u>CALENDAR SECTION</u>	<u>AGENDA ITEM</u>	<u>TITLE</u>	<u>RESOLUTION NUMBER</u>	<u>PAGE(S)</u>
	(14)	Bid Call, Contract No 1422, Silt Removal, FY 1981-82	81-0225	7
	(15)	Rental Credit, Paradies Flower Shop Utilities, \$6,049.00	81-0226	7
	(16)	Supplement No. 2 for FAA Lease No. FA 66WE-2083	81-0227	7
	(17)	Easement Exchange, U.S. Coast Guard	81-0228 81-0233	8
	(18)	Tenant Improvements, Delta Airlines	81-0229	8
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I.		Items Taken Off the Consent Calendar		
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K.		Adjournment to go into Closed Session		8

MINUTES
OF THE
AIRPORTS COMMISSION

Tuesday, September 1, 1981

A. Call to Order:

The regular meeting of the Airport's Commission was called to order at 2:01 p.m., in Room 282, City hall, San Francisco, California.

* * *

B. Roll Call:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell.
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Absent:	None
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* * *

C. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0214	Resolution adopting Minutes of the June 16, 1981 Airports Commission Meeting.
-------------	---

* * *

D. Secretary's Announcement of Actions Taken in Closed Session, Friday, August 21, 1981.

Mr. Warren Hanson, Acting Commission Secretary, announced the unanimous adoption of Resolution No. 81-0213 by the Airports Commission in Closed Session, August 21, 1981 which announcement is attached and included by reference.

Commissioner Fleishell reported that the Board of Supervisors unanimously approved the Settlement Agreement to the Airlines Suit on the first reading on August 31, 1981, second reading will be in approximately two weeks.

* * *

E. Director's Reports.

(1) Small Business Enterprise Policy

Mr. Louis A. Turpen, Acting Director of Airports, reported that this item had been put over at the last Commission meeting. Mr. Turpen said that he had reviewed the report and suggested that some refinement of the policy is needed. He recommended taking a task force approach involving the Human Rights Commission, the Black Leadership Forum and Airport staff to take another look at the SBE policy making revisions as appropriate.

Commissioner Bernstein suggested this item be put over for 90 days or until a time when the concessions consultant can make recommendation.

This item was put on the trailing calendar for December 1, 1981.

* * *

(2) Transit Information System.

Mr. Turpen reported that this system would entail installing kiosk-type booths with keyboards and television terminals in various Airport locations. The non-staffed kiosks would furnish passengers various categories of information.

Commissioner Kadish said she is in favor of anything to enhance the Airport's ability to give information to passengers in a fast, efficient format. She said that this proposal seems satisfactory, but there needs to be some clarification on how this program will tie in with advertising, as the Commission has gone on record as opposing advertising.

This item was put on the trailing calendar for October 20, 1981.

* * *

F. Items Initiated by Commissioners.

Commissioner Goosby asked that Mr. Donald Garibaldi, Airports General Counsel, begin looking at the legal background and ecological considerations necessary to initiate planning for the West of Bayshore property.

* * *

G. Agenda Items Involving Policies or Major Operations Decisions.

(3) Renewal of Annual Janitorial Contract for North Terminal Facility

No. 81-0215

Resolution approving Modification No. 1 and authorizing Director to exercise option to renew Contract No. 1321, Cleaning Services contract for North Terminal Facility for FY 1981-82, subject to Controller's determination and approval on meeting Proposition J requirements.

Mr. Turpen reported that this item had been carried over from the last Commission meeting and concerned renewal of the contract to American Building Maintenance for cleaning the North Terminal. The City Controller's letter dated August 31, had been received and it stated the proposal meets Proposition J requirements. Mr. Turpen said that the range of savings was from \$50,000-\$170,000, which had been certified by the Controller. Mr. Turpen said that the current contract expires September 30, 1981.

Ms. Pat Jackson, Executive Secretary, SEIU Local 400, stated that she wished to point out inaccuracies in the figures presented to the Commission. Ms. Jackson outlined consideration of the adverse personnel action for members of Local 400 presently employed in the Central Terminal and the cost of unemployment compensation for those custodians being laid off. She took issue with percentage of temporary hires which was estimated in the analysis of the costs for in-house custodians for the North Terminal. Ms. Jackson's notes are attached to these minutes and incorporated by reference.

Commissioner Coblenz said that the Commission's responsibility is to give the contract at the lowest possible cost. He said that the considerations have been noted and any correction to the Controller's data should be taken up with the Controller's Office.

Mr. Bob Morgan, SEIU Local 400, reinforced Ms. Jackson's remarks.

Mr. Roger Dillon and Mr. Bob Parr, SEIU Local 87, stated that they were in favor of the proposed Commission action.

Mr. Turpen said that the staff's concern is timing and asked the Commission to approve the resolution amending it to extend the present contract on a month-to-month basis, if necessary, pending completion of the Proposition J determination by the City.

The Commission unanimously approved the resolution as amended.

* * *

The following resolutions were unanimously adopted.

(4) Landing Weights for Airline Aircraft.

No. 81-0216

Resolution establishing landing weights for 1981-82.

G. Policies or Major Operations Decisions (continued)

- (5) Award of Contract No. 1286, Cog Roof Waterproofing - Phase II - International Rotunda - South Terminal

No. 81-0217

Resolution awarding Contract No. 1286, Cog Roof Waterproofing - Phase II - International Rotunda, South Terminal, to Bryant Organization, Inc., P.O. Box 24081, Oakland, California 94623.

- (6) Supplemental Appropriation Request - Rental Payments on Pan Am Training Building, \$204,000.

No. 81-0218

Resolution to request a supplemental appropriation of \$204,000 for 9 months rent in FY 81-82 of the Pan Am Training Building which will be used to house various Airport functions having to relocate from present quarters.

- (7) City Sublease of Pan Am Training Building.

No. 81-0219

Resolution authorizing the Director to enter into agreements with Pan American World Airways whereby the City will recapture Plot 1D and sublease a portion of Plot 1C, together with the improvements thereon, for the purpose of relocating certain operations functions. Beginning rental under sublease: \$271,000 per year.

- (8) Boarding Area D - Hydrant Fueling System - SFAIC Financing

Resolution authorizing in principle San Francisco Airport Improvement Corporation financing for fuel hydrant system serving Boarding Area D, Central Terminal.

* * *

H. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted.

- (9) Supplemental Appropriation for Fringe Benefits, \$9,181.00.

No. 81-0221

Resolution for a supplemental appropriation request in the amount of \$9,181 to cover fringe benefits in accordance with a memorandum of understanding between certain unions and the City.

H. Consent Calendar of Routine Administrative Matters (continued)

(10) Supplemental Appropriation, Retroactive Salaries, \$5,429.

No. 81-0222

Resolution approving a supplemental appropriation in the amount of \$5,429 to cover retroactive differential salaries and related mandatory fringe benefits for two Airport supervisory employees.

(12) Bid Call, Contract No. 1397, Installation of Ceiling, South Terminal.

No. 81-0223

Resolution approving the final plans and specifications, and authorizing the Director of Airports to call for bids for Airport Contract No. 1397, Installation of Ceiling - South Terminal.

(13) Bid Call, Airport Contract No. 1399, Roll-Up Doors and Related Work for Firehouse No. 1.

No. 81-0224

Resolution approving the final drawings and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1399, Roll-up Doors and Related Work for Firehouse No. 1.

The conference room was omitted from this bid.

(14) Bid Call, Contract No. 1422, Silt Removal, FY 1981-82.

No. 81-0225

Resolution approving the final plans and specifications and authorizing Director to call for bids for Airport Contract No. 1422, Silt Removal, - FY 1981-82.

(15) Rental Credit, Paradies Flower Shop Utilities, \$6,049.00.

No. 81-0226

Resolution approving a \$6,049.00 rental credit to Paradies for electrical work.

(16) Supplement No. 2 for FAA Lease No. FA 66WE-2083.

No. 81-0227

This resolution authorizes construction and maintenance of approach and instrument landing system for Runways 10R and 28L.

H. Consent Calendar of Routine Administrative Matters (continued)

(17) Easement Exchange, U.S. Coast Guard.

No. 81-0228

Resolution rescinding Resolution No. 79-0306

No. 81-0233

Resolution approving the exchange of various easements before the Airports Commission and the U.S. Coast Guard.

(18) Tenant Improvement, Delta Air Lines

No. 81-0229

Delta Air Lines' Ticket Counter - Back Wall Logo - Boarding Area E North Terminal.

(20) Travel Authorization.

No. 81-0230

Resolution authorizing Mark Bacchi and Ed Riggins to travel to Oshkosh, Wisconsin for pre-delivery inspection of crash-fire-rescue vehicle.

* * *

I. Items Taken Off Consent Calendar.

The following items were taken off the consent calendar:

(11) Bid Call, Contract 1101, Remodeling East End North Terminal: To await consultants report from Peat, Marwick & Mitchell.

(19) Resolution of Appreciation for Eric Craven: Held for Closed Session.

* * *

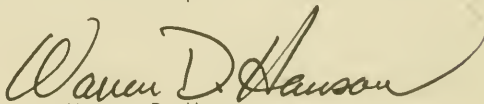
J. Trailing Calendar of Old Business.

(21) A status report was submitted on the possibility of having travel agents on Airport. The matter was put over to October 1, 1981 when the results of a feasibility study on the concept of travel agencies at the Airport should be available.

* * *

K. Adjournment

There being no further public business before the Commission the public meeting was adjourned into Closed Session at 3:00 p.m.


Warren D. Hanson
Acting Commission Secretary

AIRPORT CONTRACT

Perm-Salaries	ABM 169,000 less
20% Temps	97,886 less
30%	49,840 less

Actual temps

this is with back filling all vacation, sick vacancies

	Unemployment
What happens	130 wk X 26 X 41 people
potential	\$138,580
	(Laying off 41 people)

Actual work force

5 supv.

40 perm. 25 of 65 would be temps

12 exist. (temps)

7 new hires

Actual compositions of work force 38.5% temps

Using a full replacement 1.4

38.5 saves 41,000 less on back fill

** We are about 9,000 above with actual figures - With unempl.

ope-3-afl-cio (113)

9/1/81

Secretary's Announcement of Action Taken by the Airports Commission in Executive Session on August 21, 1981.

Read to the Airports Commission Meeting on September 1, 1981.

IN ACCORDANCE WITH THE BROWN ACT, SECTION 54957.1, I AM ANNOUNCING THE RESULTS OF THE COMMISSION ACTING IN CLOSED SESSION, FRIDAY, AUGUST 21, AND THE VOTE THEREON:

RESOLUTION AUTHORIZING THE DIRECTOR TO EXECUTE, DELIVER AND PERFORM THE SETTLEMENT AGREEMENT TO THE COURT ACTION COMMONLY REFERRED TO AS THE "AIRLINES SUIT," AND

APPROVING THE FORM OF THE LEASE AND USE AGREEMENT, THE CONSENT DECREE AND THE RELEASE, AND

RECOMMENDING TO THE BOARD OF SUPERVISORS THAT THE SETTLEMENT AGREEMENT, THE FORM OF LEASE AND USE AGREEMENT, CONSENT DECREE AND RELEASE BE AUTHORIZED AND APPROVED BY THE BOARD OF SUPERVISORS,

WAS UNANIMOUSLY ADOPTED BY AN AYE VOTE OF COMMISSIONERS BERNSTEIN, KADISH, GOOSBY AND FLEISHELL.

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, September 15, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO
MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, September 15, 1981

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	(6)	Award of Contract 1217, Interior Alterations, South Concourse, Stub \$128,908	81-0237	7
	(7)	Award of Contract 1218, Pier C Demolition, \$150,000	81-0238	8
	(8)	Bid Call, Contract 1384, Telephone Duct Bank, Bay and Spruce Streets	81-0239	8-9
	(9)	Resolution Denying Request of Cerand & Co. for Addi- tional \$2,730 Expense Items		9-10
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	(13)	Tenant Improvement, Install Jetway Bridge and Under- Ground Power, T-2576, Air Cal - \$160,000	81-0243	12
	(14)	Airport Contract 1384, Emergency Airfield Pave- ment Repairs, FY 1980-81 Modification No. 1, Extension of Time	81-0244	12
	(15)	Airport Development Aid Program (ADAP) Project No. 6-06-0221-12, Accep- tance of Grant Offer	81-0245	12
	(16)	American Airlines, Rental Credit Equipment Purchase \$145,000	81-0246	12
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	(20)	Tenant Improvement: Modifi- cation to Plane Parking Position & Loading Bridge, Gate 15, Pier "f", Conti- nental Airlines, \$29,000	81-0250	13
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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, September 15, 1981

A. Call to Order

The regular meeting of the Airports Commission was called to order at 2:07 p.m., in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call:

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, and Z. L. Goosby
Absent:	Commissioners William K. Coblentz and J. Edward Fleishell

* * *

C. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0324	Resolution adopting the Minutes of the July 7, 1981 and September 1, 1981 Airports Commission meetings.
-------------	--

Commissioner Bernstein complimented the Acting Commission Secretary on the timely production of the minutes of the September 1, 1981 Airports Commission meeting. Acknowledgement was made of the valued assistance provided by Mrs. Alice Moses, Clerical Assistant to the Commission Secretary.

* * *

D. Announcement by Commission Secretary:

Mr. Warren Hanson, Acting Commission Secretary, announced the unanimous adoption of Resolutions 81-0231 and 81-0232 and other action by the Airports Commission in Closed Session September 1, 1981, (which announcement is attached and included by reference).

* * *

E. Election of Officers:

The following resolution was unanimously adopted:

No. 81-0235

Election of officers of the
Commission:

Morris Bernstein, President
William K. Coblentz, Vice President

* * *

F. Director's Reports

(1) Verbal Report, Status of Lower Level Roadway Repaving

Mr. Louis Turpen, Acting Director of Airports, reported that the work was about one day ahead of schedule. He said all private vehicles have been diverted to the upper level roadway with commercial vehicles only using the lower level. As a result, there have been no traffic tie-ups with minimal disruptions.

(2) Verbal Report, Temporary Relocation of Airport Personnel

Mr. Turpen reported that the relocation of administrative offices to the Airborne Building had been anticipated, but that a less expensive alternative is being sought with the Pan Am building. He hoped to present the alternative by the October 6, 1981 Commission meeting. The Pan American agreement has been modified to a year to year basis and the budget has been reduced from \$1,000,000 to \$233,000 plus contingencies for modification in keeping with previously approved Commission budget for that building.

Commissioner Bernstein said it is his understanding that the airport may be able to rent the building when it is no longer needed for the staff.

Mr. Turpen agreed and pointed out that the Airport could either rent the building or turn it back to Pan Am with no further responsibility to the airport.

Commissioner Kadish said that she understood the various services would be moving by November 1st.

Mr. Jason Yuen explained that the most urgent move was the Bureau of Airport Police and Permit Bureau. Staff is now prepared to go to the Board of Supervisors for approval of the rent money. These offices will move by November 1, while other offices could move later. There will be sufficient telephone services.

Commissioner Goosby asked if these considerations created any problems regarding the timetable for the Central and South Terminals.

Mr. Yuen said that staff was keeping the Terminals work on schedule.

F. Director's Reports (continued)

(2) Verbal Report, Temporary Relocation of Airport Personnel (cont'd)

Commissioner Goosby said that staff should keep Commission advised if scheduling problems arise.

Commissioner Bernstein asked how much per foot the alterations would cost.

Mr. Yuen said that Pan Am building alterations would cost less than \$20. per square foot; that it would be necessary to make some partitions.

Commissioner Bernstein asked if the partitions were going to be moveable.

Mr. Yuen replied that they would.

Commissioner Kadish added that there would not be the need for an elevator, since the building is being taken on a year to year basis.

(3) Citation Study, San Mateo Municipal Court

Mr. Turpen provided early information to the Commission on a study being done in conjunction with the Northern District Municipal Court to increase revenue from parking citations. The study should be available for further report by early November.

Commissioner Goosby asked about sources of funds and availability of businesses for such work, and asked if there might be a joint venture between cities involved.

Mr. Turpen said it might be similar to the joint venture by San Bruno, San Mateo, and other neighboring peninsula cities.

Commissioner Bernstein asked if the Airport and San Mateo County could participate equally in the fines.

Mr. Turpen said that they do today.

Commissioner Bernstein asked if the Airport would be giving out more citations than it should. He asked for a check to be made on this. The airport is a public service agency and it is not in the business of giving out tickets just to make money.

Commissioner Goosby questioned that San Mateo County was dismissing parking citations due to their judicial backlog.

Mr. Turpen said it is his understanding that they have done so, which caused some problem in the past.

Commissioner Goosby inquired as to the procedure for paying parking citation fines.

Commissioner Bernstein asked if the Airport had the right to levy fines and collect, pointing out the Airport has no judicial standing.

Mr. William Taylor, Deputy City Attorney, agreed, pointing out that neighboring communities are getting together to form a joint powers authority as a group to contract to pick up the tickets, which previously were being dismissed. This is to aid the Court.

F. Director's Reports (continued)

(3) Citation Study (continued)

Commissioner Kadish expressed concern that the matter of tickets and fines is not really within the domain of the airport. It has to be made clear that they can have a joint powers agreement, but the airport would not be a part of it. San Mateo County is the judicial arm. They will be providing judicial services for the taxes they collect from the Airport.

Commissioner Bernstein felt that traffic citations should be deterrants and not punishments.

(4) Courtyard Parking

Mr. Turpen reminded the Commission of the report submitted earlier this year, pointing out that about 62% of the courtyard parking will be lost due to construction activity.

Commissioner Kadish pointed out that cars are parked in the handicapped zones that do not display handicapped tags. Those cars had not been ticketed. Everyone at the Airport must be impressed with reserving those designated spaces for handicapped persons.

Commissioner Goosby wanted to be sure that there was a need for 20 pick up and delivery parking spaces, as well as 20 designated for handicapped.

Mr. Turpen said that staff would look at it.

* * *

G. Items Initiated by Commissioners.

Commissioner Bernstein asked about the new fire house.

Mr. Turpen said that bids were received August 17, and staff is preparing documents to bring before the Commission on October 6.

Commissioner Bernstein asked for the range of the bids.

Mr. Robert Lee, Chief Engineer, reported that the first three bids were within 3-1/2% of each other, the lowest being over budget at \$1.8 million.

Commissioner Kadish suggested that alternates and deducts from the bid price be considered with Howard Friedman to bring the project back to budget at \$1.6 million.

Commissioner Bernstein inquired as to the price per square foot.

Mr. Lee stated there were 14,000 square feet at a price of \$130 per square foot. He felt that was in line.

Commissioner Bernstein asked how much per square foot for the Central Terminal.

Mr. Yuen said it averaged at \$100.00.

Commissioner Bernstein felt that the cost was too high for a garage with eating and sleeping accommodations.

Mr. Lee pointed out that this building will house two extra large "jumbo" engines and will also include storage space for foam.

H. Agenda Items Involving Policies or Major Operational Decisions.

The following resolutions were unanimously adopted:

(5) Retirement Resolution for Barbara MacCord.

No. 81-0236

Commissioner Kadish expressed great satisfaction with Barbara MacCord.

(6) Award of Contract 1217 - Interior Alterations, South Concourse Stub, \$128,908

No. 81-0237

Resolution awarding Contract 1217 - Interior Alterations, South Concourse Stub, to Hodgson Construction Inc. in the amount of \$128,908. The budget for the recommended work is \$150,000. The following bids were received on September 3, 1981

<u>Contractor</u>	<u>Bids</u>				
	<u>Base</u>	<u>Alt.1</u>	<u>Alt.2</u>	<u>Alt.3</u>	<u>Alt.4</u>
Hodgson Construc., Inc.	.\$125,863	\$1320	\$1395	\$33,000	\$300
Feiler Bros. Corp.	135,220	1635	1335	29,463	308
Ralph Larsen & Son, Inc.	139,800	1250	1470	28,000	220
Willmor Constr.	140,500	1586	1331	31,595	178
Nibbi Brothers	149,108	1839	1250	29,000	485
Les Kelley Inc.	150,667	1867	1017	26,551	696
Anderson Constructors Inc.	157,546	2600	1300	28,000	740
Richardson Constr.	165,000	3670	625	22,900	319

The award of this contract is based upon the Base Bid and Alternates 1, 2, and 4. Alternate 3 has been excluded.

This work is required for the interim relocation of U.S.O. and other military offices.

Mr. Turpen said that this involves the relocation of certain functions based on the Central Terminal modernization. He said the staff feels very good about the bid.

H. Policy or Operational Decisions (continued)

(7) Award of Contract 1218 - Pier c - Demolition, \$150,000.

No. 81-0238

Resolution awarding Contract 1218 - Pier c Demolition, to Myron Demolition and Excavation, in the amount of \$150,000. The budget for the recommended work is \$259,000. The following bids were received on August 27, 1981:

<u>Contractor</u>	<u>Bid</u>
Myron Demolition & Excavation	\$ 150,000.00
Ferma Corporation	169,695.00
Allstate Excavation & Demolition	169,696.69
Evans Brothers	174,900.00
Cleveland Wrecking Company	183,985.00
Heim Brothers	194,770.00
Iconco of California	260,718.00
Williams & Burrows, Inc.	263,500.00

Demolition of Pier c is required to clear the site for the new International Terminal.

(8) Bid Call - Contract No. 1384 Telephone Duct Bank, Bay and Spruce Streets.

No. 81-0239

Resolution approving the final plans and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1384, Telephone Duct Bank, Bay and Spruce Streets.

The purpose of this contract is to install a new telephone duct bank between the airport's utility tunnel crossing the Bayshore Highway and a telephone manhole located at the intersection of Bay and Spruce Streets, Millbrae.

Construction time is 60 calendar days.

Mr. Turpen said that during the dredging of the Lomita canal there was some damage to the telephone duct. It is important that we repair it.

Commissioner Goosby asked who dredged it and if there was some liability.

Mr. Lee said that their insurance company repaired it; that it was covered with weeds; it was set too high; the airport is repairing it and it will have to be relocated.

Commissioner Kadish said that this should have come in under Commission business. She said this 'record was played before': She had asked that a map be prepared of the various utilities underground; had it been done, since this way the contractor has a layout of what he will encounter.

Mr. Lee said that he has a draftsman now working on the project.

H. Policy or Operational Decisions (continued)

(8) Bid Call, Contract No. 1384 (continued)

Commissioner Kadish asked how long that would take and was told the project could take five years.

Mr. Lee added that all the information was now available, but on separate contracts. He wants to consolidate it on a single sheet.

* * *

The following item was moved and seconded for discussion:

(9) Resolution Denying Request of Cerand & Co. For Additional \$2,730 Expense Items.

Cerand & Co. requested additional of \$2,730 to Professional Services Agreement to cover premium for professional liability insurance. If granted, the revised "not to exceed" amount of the contract would be \$102,730.

Mr. Turpen has been in touch with Cerand and Company; they had a proposal for the cost of \$2730 for professional liability insurance; the original estimate to do the work was \$100,000; they had failed to include the liability insurance cost; their concern was that they would incur that cost if the Commission would stop their contract at the end of Phase I; the request is that should the Commission decide to stop the contract after Phase I, they would like to have their insurance cost covered, and would like to amend the resolution to reflect this.

Commissioner Bernstein asked why that cost had not been included feeling that the whole program should be reviewed and wondered why a professional firm would need insurance.

Mr. J. Peter Singer, Deputy Director for Business and Finance, said that this consultant is being asked to recommend the kind of equipment to perform the job; the insurance is professional liability insurance to insure that the kind of equipment that is selected is satisfactory to the airport; if unsatisfactory equipment is recommended and we go ahead with it then we have lost a considerable amount of time and revenue on the basis of his recommendation.

Commissioner Bernstein asked why they were not informed of that requirement beforehand.

Mr. Singer said normally consultants would carry that type of insurance.

Commissioner Bernstein asked what happens for the second year, and who takes care of the insurance for the second year or any subsequent years.

Mr. Singer said that if the equipment is the appropriate size and quality for the airport and then fails for some technical reason, the manufacturer has a warranty for the equipment. What is protected by the insurance is that the proper equipment is selected. This selection is the responsibility of the consultants.

Commissioner Kadish said she could not conceive of another body having to decide whether what a consultant recommended was a proper recommendation. It is a question of how do you set up so many layers of monitoring and who is the authority in the decision making process.

H. Policy or Operational Decisions (continued)

(9) Resolution Denying Request of Cerand & Co. (continued)

Mr. Singer said that the equipment manufacturer could not be blamed if improper equipment is recommended by the consultant. Therefore, professional liability insurance for consultants exists and is quite common.

Commissioner Kadish asked who is responsible for the difficulty we are having with the moving sidewalks.

Mr. Lee said the architect specified the sidewalks which was their responsibility. If the equipment does not perform, in this case the handrails, the contractor stands the cost of replacement. In this case their cost has been \$25,000.

Commissioner Kadish said Mr. Cerand is willing to make the adjustment. She requested that the City Attorney direct his attention to the matter and designate the responsibility.

Mr. Turpen said that a substitute resolution has been prepared for this purpose.

The following substitute resolution was unanimously adopted:

No. 81-0240	Resolution rescinding Resolution No. 81-0159, July 7, 1981, and approving terms and conditions of Professional Services Agreement with Cerand & Co. for services relating to the selection of an Airport parking revenue control system
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* *

The following resolution was unanimously adopted:

(10) Peat, Marwick & Mitchell Contract - Concession Development Program - \$15,000.

No. 81-0241	Resolution authorizing Director of Airports to execute contract to provide review and analysis services of various approaches to concession development, for not to exceed \$15,000, in a period of not more than 60 days.
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H. Policy or Operations Decisions (continued)

The following item was discussed and subsequently removed from Calendar:

(11) Mutual Rescission of California Shop Lease.

Resolution rescinding California Shop lease authorizing return of California Wine and Harvest Shop bid deposit, and rejecting all bids for the California Products Shop.

OR

Declaration of California Wine and Harvest Shop's non-performance under their lease and denial of the request for return of the bid bond.

Commissioner Bernstein called Mr. Gordon Lau to speak to this subject.

Mr. Lau said he is representing the California shop which is a general partnership; he believes them to be the next qualified bidder; they are a small business enterprise; the other bidder could not meet the bonding requirement; the next bidder, he believes, is not a small business enterprise.

Commissioner Bernstein thought this should be held over two weeks for further study. He assured Mr. Lau the Commission would take no action without informing him, saying that the Commission had retained Marjorie Brink for concession review and analysis and would like to have her input before deciding on this matter.

Commissioner Goosby asked what the problems would be should all bids be rejected.

Mr. Lau said that others would know what had been bid.

Commissioner Bernstein said that if one bid were rescinded, it would be necessary to rescind all bids. A determination will be made within the next two weeks.

Mr. Lau expressed shock that the first bid was so high.

Commissioner Kadish observed that there have been bids which were three and a half times the minimum set by the Airport.

* * *

I. Consent Calendar of Routine Administrative Matters

The following resolutions were unanimously adopted:

(12) Bid Call, Airport Contract No. 1443, Emergency Airfield Pavement Repairs, 1981-82.

No. 81-0242

Resolution approving scope, budget and schedule and authorizing Acting Director of Airports to call for bids on Airports Contract No. 1443, Emergency Airfield Pavement Repairs, 1981-82.

The purpose of this annual contract is to provide a means to perform urgent repair work on an as-needed basis, over and beyond the capability of City maintenance forces.

I. Consent Calendar (continued)

- (13) Tenant Improvement: Install Jetway Bridge and Underground Power - T-2576 Air Cal - \$160,000.

No. 81-0243

Resolution approving the plans submitted by Air Cal for the installation of a jetway bridge and ground service utilities at Gate 68, North Terminal.

All work will be done at Air Cal's sole expense and without rental credit.

- (14) Airport Contract No. 1348, Emergency Airfield Pavement Repairs, FY 1980-81 Modification No. 1 - Extension of Time.

No. 81-0244

Resolution approving Modification No. 1 extending the completion date 92 calendar days from September 30, 1981, 1981 at no additional cost to the City. The contractor for this work is MBM Construction.

There is a balance of approximately \$13,100 remaining in this annual emergency repair contract. The extension of time will enable the City to have this service available during the interim period before the contract for fiscal year 1981-82 is certified.

Original Amount of Contract	\$62,371.00
Modification No. 1	
(Time Extension)	No additional cost
Revised Amount of Contract	62,371.00
Amount Earned to-date	49,271.00
Amount Available for	
Further Repairs	13,100.00
Original Completion Date	September 30, 1981
Modified Completion Date	December 31, 1981

- (15) Airport Development Aid Program (ADAP), Project No. 6-06-0221-12 Acceptance of Grant Offer.

No. 81-0245

Resolution granting Acting Director of Airports authority to accept and execute Grant Offer, for a grant of federal funds in the amount of \$4,730,787 for the development of San Francisco International Airport under the Airport Development Aid Program, Project No. 6-06-0221-12.

- (16) American Airlines - Rental Credit Equipment Purchase: \$145,000.

No. 81-0246

As American Airlines will be moving to Boarding Area E of North Terminal on or about October 15, 1981, American Airlines has agreed to leave behind its equipment in good condition to expedite the move of PSA and Republic to its vacated premises in South Terminal and Pier E. American Airlines has agreed to accept a rental credit of \$145,000 for the equipment left behind both in South Terminal and on Pier E.

I. Consent Calendar (continued)

(17) Lease Extension - D.E.A.- FBI Pier G.

No. 81-0247

Two year extension of occupancy on Pier G lower level, subject to 30 day termination notice after February 14, 1983, at a 50% increase over existing rental.

(18) Construction Management Consultants' Contract Modification No. 11 (Debit) - \$50,000.00.

No. 81-0248

Modification No. 11 to Construction Management Consultants' services contract extending their contract to December 31, 1982 and approving a budget of \$50,000.00.

(19) Tenant Improvements - Airport No. T-2514, American Airlines North Terminal and Boarding Area E Flight Information Display Cabinets - \$75,000.

No. 81-0249

Tenant contract will provide cabinets in various locations in the terminal to display televised flight information for passengers.

(20) Tenant Improvement: Modification to Plane Parking Position & Loading Bridge, Gate 15, Pier "F", Continental Airlines - \$29,000.

No. 81-0250

Resolution approving the final plans submitted by Continental Airlines for modification of the plane parking position and adjustment of the loading bridge height to accommodate DC-10-10 aircraft.

All work to be done by Continental at its own and sole expense and without rental credit.

(21) Delta Air Lines Rental Credit, Boarding Area E: \$6,000.

No. 81-0251

Resolution authorizing a rental credit to Delta Air Lines, Inc. in an amount not to exceed \$6,000 for extension of a four-inch fire service sprinkler line in North Terminal.

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J. Items Taken off Consent Calendar.

The following items were taken off the consent calendar:

(22) Rejection of Bid for Gallery Shop.

Resolution rejecting bid from
Elson's of California, Inc., for
Gallery Shop, North Terminal.

(23) Host International Proposal for Ice Cream Parlor and MBE - Operated
Cookie Store.

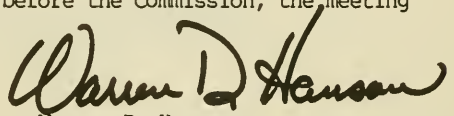
Resolution approving Host's plan
to develop an ice cream store in
conjunction with a cookie shop to
be operated by an MBE
subcontractor.

K. Trailing Calendar

There was no discussion of items (24), (25), (26), and (27) on the
Trailing Calendar.

L. Adjournment of Meeting:

There being no further business before the Commission, the meeting
adjourned at 3:07 PM.



Warren D. Hanson
Acting Commission Secretary

Secretary's Announcement of Action Taken by the Airports Commission in Executive Session on September 1, 1981.

Read to the Airports Commission Meeting on September 15, 1981.

IN ACCORDANCE WITH THE BROWN ACT, SECTION 54957.1, I AM ANNOUNCING THE RESULTS OF THE COMMISSION ACTING IN CLOSED SESSION, TUESDAY, SEPTEMBER 1, 1981, AND THE VOTE THEREON:

RESOLUTION 81-0231 COMMENDING ERIC CRAVEN FOR HIS SERVICE AS COMMISSION SECRETARY AND RESOLUTION 81-0232 AUTHORIZING THE DIRECTOR OF AIRPORTS TO DESIGNATE AN ACTING SECRETARY TO THE AIRPORTS COMMISSION IN THE ABSENCE OF THE SECRETARY, WERE UNANIMOUSLY ADOPTED BY AN AYE VOTE OF COMMISSIONERS BERNSTEIN, COBLENTZ, KADISH, GOOSBY AND FLEISHELL.

THE COMMISSION ALSO AUTHORIZED CITY'S COUNSEL IN THE ACTION OF ROBERT E. MCKEE, INC. VERSUS CITY AND COUNTY OF SAN FRANCISCO, TO FILE AN APPROPRIATE CROSS-COMPLAINT AGAINST SAN FRANCISCO AIRPORT ARCHITECTS.

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, October 6, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO MINUTES
OF THE
AIRPORTS COMMISSION MEETING

Tuesday, October 6, 1981

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MINUTES OF THE
AIRPORTS COMMISSION

Tuesday, October 6, 1981

A. Call to Order

The regular meeting of the Airports Commission was called to order at 2:00 PM, in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell.
Absent:	Commissioner William K. Coblentz.

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C. Adoption of Minutes

The following resolution was adopted by order of the Commission President:

No. 81-0252	Resolution adopting Minutes of the August 4, 1981, August 18, 1981 and September 15, 1981 Airports Commission meetings.
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D. Director's Reports

Mr. Louis Turpen, Acting Director of Airports, reported informally that the lower level roadway paving is going according to schedule; the islands will be completed by tonight and the outer roadway painted and ready for operation by the end of the week; that the project is scheduled for completion on September 14; and that would be a good day for opening the lower roadway.

D Director's Reports (continued)

(1) Travel Agencies at San Francisco International Airport

Mr. Turpen, said there was a question concerning duplication of services and suggested that this be held in abeyance until after the first of the year.

Commissioner Kadish agreed that this should be held over and requested that the information in the first paragraph of the memo be submitted to the Commission prior to that report; that there were three pieces of information that staff was privy to which should be included; that experience in all other sites in other states is available and that all four pieces could be included in that report.

Commissioner Goosby stated there was a legal opinion as to whether there might be some conflict with existing leases.

(2) Modification No. 28 and Completion of Agreement, San Francisco Airport Architects

Mr. Turpen said that this relates to the original contract for North Terminal and Garage and closes that contract out. SFAA has one open contract remaining for Boarding Area E. With adjustments, the final payment will appear at the next Commission meeting.

Commissioner Fleishell said that some months ago we discussed this entire relationship; that apparently a cause of action for lawsuit exists againsts this firm; that he wondered why we are paying the money that we admittedly owe them, while they are not paying what they owe us; that he wondered if we are handling this in a manner consistent with the interests of the City.

Mr. Don Garibaldi, Airport General Counsel, said that this is being done in consultation with our counsel who are handling our litigation with McKee and Titan Pacific so as not to prejudice the City's position; that we have, in fact, cross-complained against the architects and brought them into litigation.

Commissioner Fleishell said that certainly your position is not injured by holding in abeyance the payment of money; that by paying we will have them testify truthfully in our behalf; that they will testify truthfully whether paid or not; that normally you don't wait until ten years have passed to investigate and protect the interests of the City; that he urged that steps be taken to prepare whatever case and protect any rights we have against these people; that the SFAA has taken \$13 million in fees.

Commissioner Kadish said that prior to the presentation of any resolution on this, the Commission could have, in executive session, our attorneys come and clarify the position which they are recommending to us.

Mr. Garibaldi said that can be arranged.

Commissioner Fleishell said that he would be very comfortable having a lawyer write to the Commission saying that it is within our best interest to pay part of a disputed claim in order to protect our interest in another lawsuit.

Commissioner Kadish concurred that a written statement would substitute adequately for her previous recommendation.

The following item was taken out of sequence and discussed as a Director's Report.

F. Agenda Items Involving Airport Policy or Major Operational Decisions

The following resolution was unanimously adopted.

(3) Revised Five Year Capital Improvement Plan

No. 81-0253

Resolution approving a new Five Year Capital Improvement Plan.

Mr. Turpen said the Airport staff has met with the Airport Airline Affairs Committee and the review has resulted in some changes to the capital plan, notably project 1200F, the widening of Boarding Area D; that because of the potential of going to an alternate customs and immigration procedure, space was not available and a widening of that connector was required; that this will be a 2-story facility with the second floor being used by the airlines; that that portion of Project 1220 which pertains to the ramp to the North Terminal roof was deleted.

Mr. Jason Yuen, Bureau of Terminal Construction, said that Project 1220 was scheduled to be bid this week, but the airlines want to hold off until the next 5-year plan update; that we would not get to use the roof of the North Terminal for parking.

Commissioner Goosby asked if the confusion was being coordinated with the roadway. He warned if we would tear up the ground again, the community would not like it.

Mr. Yuen said that the entire ramp is within the courtyard and fenced off from the roadway; that we have not deleted the project but have been asked by the airlines to leave it out of the 5-year plan at this time.

Commissioner Goosby asked why staff recommends this deletion if the funds are not needed for other higher priority projects.

Mr. Yuen said that staff is not making the recommendation, that the airlines requested the Commission to consider deleting the project.

Mr. Turpen said staff feels that it should retain the project; that this was coordinated to go with the two connector projects; that staff sees it as an important follow-through to the North Terminal; and recommended that we continue with the project.

Mr. Paul Van Wert of the Airlines Airport Affairs Committee, said that in the airlines most recent review of the 5-year capital plan, we were approaching this from the standpoint that the execution by the airlines of the new lease agreement requires the airlines at this time to approve the 5-year plan and sets up a procedure whereby plans that were not initially approved are subject to a review process; that they approached these discussions from the standpoint that any projects for which questions remain were not to be included; that this project has always been objected to by the airlines; that there are better cost effective ways to obtain the parking; and that there are unanswered security problems connected to the use of the roof and its proximity to the aircraft apron.

Commissioner Kadish asked him if we were to go along with this recommendation, if it is experienced in the next 6 months that there was a necessity for this additional parking area could the Commission approve the project and have the airlines would go along?

Mr. Van Wert acknowledged the Commission could approve the project in spite of airline objections, but the airlines would continue to object to this project.

F. Policy or Operational Decisions (continued)

Commissioner Fleishell said that under the existing settlement agreement the airport retains the ability to overrule the airlines. He suggested taking no action at this time.

Commissioner Goosby said that he it ought to be understood by the Commission that we take into account the opinions of the airlines and the committee.

Commissioner Kadish requested of Mr. Yuen that this be watched carefully in order to determine need prior to coming to a point where adding the ramp would be a burden to the airport then, and asked that the Commission be informed in sufficient time to coordinate the project into the construction scheme.

Mr. Turpen said he understand that we will not approve project 1220.

The following resolution was unanimously adopted:

- (4) Bid Call, Contract 1101, Remodeling East End North Terminal (for future Ice Cream/Cookie Parlor and Art Gallery), estimated at \$140,000.

No. 81-0254

Resolution authorizing a bid call to extend utilities and revise interior architectural finishes to accommodate future concession spaces.

Mr. Turpen said this relates to providing utility services to a public lobby area to accommodate certain concessions.

Following discussion, the following resolutions were put over to the meeting of October 20, 1981:

- (5) Host International Proposed Ice Cream Parlor and MBE-operated Cookie Store.

Resolution approving in concept Host International's plan for development of ice cream/cookie shop.

Mr. Turpen said that this has been brought before the Commission. It approves the concept, subject to the appearance of Host before the Commission at the October 20th meeting.

Commissioner Fleishell said the contract with Host does not give them an exclusive right to sell cookies.

Commissioner Goosby explained Host has an exclusive for the foods consumed on the premises, but does not have an exclusive on carry-out.

Mr. Turpen said that he understands that Host will appear before the Commission to present their MBE plan.

Commissioner Kadish suggested that they wait to approve this matter after they have heard the presentation from Host, and requested that if information comes in prior to the next meeting, it should be sent to the Commission in advance.

Mr. Singer said that his staff has received advance copies of their proposed agreement with a minority enterprise person, and will get a copy to the Commission.

Commissioner Fleishell said that Host has no obligation to subcontract to anyone. If they decide to subcontract with a minority, they do not need the Commission approval.

F. Policy or Operational Decisions (continued)

Commissioner Goosby said that the Commission just needs the specifics.

Commissioner Kadish asked if the Commission had any obligation to respond to Host in relation to something in which they do not have an exclusive.

Commissioner Fleishell pointed out that Host's exclusivity is in consumed foods on the premises.

(6) Award of Gallery Shop Lease

Resolution awarding Gallery Shop
Lease to Elson's of California,
Inc. for a first year's minimum
guaranteed rental of \$46,100.

Mr. Turpen said that their capitalization is \$50,000; the financial information was provided as an unaudited financial statement; there is no organizational structure provided. The resume of the gallery shop manager was provided. The commission could approve this subject to our getting the required further information.

Commissioner Fleishell said that the Commission must adopt a policy that staff should make sure all requirements are met before coming before the Commission for approval; that the Commission should not approve this in order to protect people who "take flyers".

Commissioner Kadish said that she goes along with Commissioner Fleishell; that if a contractor did not fulfill all requirements, then their bid is not presented to the Commission, and a similar procedure should hold for concessionaires as well.

Commissioner Bernstein asked if they did have a statement.

Mr. Turpen said that he believed one was submitted.

Commissioner Kadish recommended that the Commission adopt the resolution pursuant to the information being presented to qualify this bidder.

Commissioner Fleishell felt that the material should be before them so that they could judge it; that in an attempt to do something for a minority that we don't create make a sham situation where a minority can get the bid and then sell their stock.

Mr. Garibaldi reminded him that this was not a small business set-aside.

Commissioner Fleishell said that any part of the bid is based on honesty and integrity; that it is not the function of the Commission to create annuities, but to create opportunities for small business.

Commissioner Bernstein asked the Commission what financial statement it required.

Commissioner Fleishell suggested an ordinary balance sheet prepared in the format which any business uses, which would show net worth. We should not give concessions to people who do not have financial responsibility.

F. Policy or Operational Decisions (continued)

(7) Mutual Recission of California Shop Lease

Resolution rescinding California Shop Lease, authorizing return of California Wine and Harvest Shop bid deposit, and rejecting all bids for the lease.

Mr. Gordon Lau, representing the California Shop, said that he believes that his clients are the next, responsible, qualified bidder; that he hoped to discuss the matter and reach a resolution.

Commissioner Bernstein said that the Commission has adopted a policy that the Commission should have statements from prospective bidders, which means that it expects statements from everyone.

Commissioner Goosby pointed out that this case was different; that it is a question of whether the Commission wants to accept the third highest bidder; that he assumed that they have given us the names of 6 bidders who bid on this concession; that the first one had bid on a contract in which that they could not handle all the commitments involved.

Commissioner Bernstein felt that if the Commission required audited statements, then they should have audited statements from everyone who bids.

Mr. Lau said that Elson's is not a small business set aside; that in this case there is no bidder who is not qualified; that his four clients are signing as individuals and partnership; that they are committed to do the improvements; and that they have been in business in San Francisco for 50 years.

Commissioner Bernstein said that the problem before the Commission is what type of financial statement do we require before we grant a business the license to go into business at the airport.

Commissioner Kadish said it was her understanding on the last item that we did not require audited data, we merely asked that there be submission of some of the information that had been requested; that the Commission is not requiring that there be any audited data submitted, so there should be no requirement for audited data submitted in relation to this item, provided there has been submission of all the other information. She asked if the Commission has all the information that is required.

Mr. J. Peter Singer, Deputy for Business and Finance, said that his staff has received all the information that had been requested; that he pointed out in the memo to the Commission that although financial information was provided, it was neither audited nor annotated; that in the light of all information provided we were satisfied that they were responsive bidders; that they were concerned about the qualifications of the buyer who was also the manager; that Elsons was made up of a large number of corporations and we have asked them if they would provide information as to where Elson's of California fits in that organization.

Mr. Turpen said it was not a question of finances, it was information that we needed and he is sure that they will provide it.

Commissioner Kadish asked Mr. Lau who said that the buyer and the merchandiser are the same people who will be working in the shop.

Commissioner Bernstein asked Mr. Singer if the financial statement was annotated.

F. Policies or Operational Decisions (continued)

Mr. Singer said it was not; that it would represent the accounting methods involved; and that he is not dissatisfied with what they sent.

Commissioner Fleishell said that the Commission should rescind it; that the Airport should rebid it, and find out what we can get from a responsible bidder.

Mr. Lau said that four live people are putting up their life savings; this is not a corporate bid; that they are the only responsible and only qualified of the first three bids.

Commissioner Bernstein said that the Commission could disqualify everyone and start over again; that it is his understanding that Commissioner Fleishell would like to have a new bid; that he believes it is the intent of the other Commissioners to go to the third bid; that the difference between them is the subject of what constitutes a proper statement.

Commissioner Fleishell said we have just completed a settlement where for the the first time the City will share in the revenues of the Airport; that the fact that the first bidder could not put up the performance bond was totally mishandled; that the City must do the best that it can to earn the most money.

Commissioner Kadish said these figures are really minimum figures; that we find we get more than the minimum based on the percentage; that she is certain that any concessionaire would work as hard as he can in order to bring in more money; that it all goes back to the matter that in actuality, once the first bidder withdrew, had the second bidder been disqualified as not being a small business enterprise, the California shop would be the second bidder; that we are going to the second qualified bidder.

Commissioner Bernstein felt that the best interests would be served if the matter was put over for two weeks.

(8) Reestablishment of a Multi-Lingual Port Receptionist Project (work-study) at San Francisco International Airport

Resolution re-establishing multi-lingual port receptionist program and authorizing a supplemental appropriation of \$46,464.00 to fund balance of FY 1981-1982.

Commissioner Fleishell said that he needs more information before he could vote on this.

Commissioner Goosby said he would like to find out whether we are going to get that money from the Feds.

Mrs. Dolly Salaveria, a supervisor for the multi-lingual receptionists, spoke on their behalf, bringing out several points to convey to the Commission the importance of maintaining this service.

Commissioner Kadish responded to Mrs. Salaveria's comments; that putting the matter over does not mean that the Commission is not interested in the program; that Commissioners have seen and appreciate the work done by the multi-lingual receptionists; and that it was not the Airports Commission that cut down on the number of employees in the Customs area, rather it was the Federal government which has jurisdiction in that area.

F. Policies or Operational Decisions (continued)

The following resolution was put over to an open date:

- (9) Award of Contract No. 1204, Airport Fire House No. 1, \$1,767,319.00.

Resolution awarding subject contract to the Paxton Construction Company, San Mateo, CA 94402 in the total amount of \$1,767,319.00 on the Base Bid plus deductive Alternates No. 1 & 2.

The purpose of this contract is to construct a new facility replacing the existing sub-standard firehouse which does not meet State Occupational Safety & Health requirements and is inadequate to accommodate the new large fire and crash vehicles.

Eight bids received on August 17, 1981:

<u>Company</u>	<u>Base Bid</u>	<u>Alt. No. 1 (Delete Wd. Lockers)</u>	<u>No. 2 (Delete Skylights)</u>
Paxton Constr. Co.	\$1,822,319	\$ 25,000	\$ 30,000
Nibbi-Lowe Constr.	1,839,960	40,500	26,246
Anderson Constructors	1,880,784	36,000	23,200
Homer J. Olsen, Inc.	1,935,805	40,000	23,000
Harvis Constr., Inc.	1,944,317	36,000	27,000
Ralph Larsen & Son, Inc.	1,989,750	21,000	30,000
Designed Bldg. Systems	1,998,597	42,062	26,000
Wallace Webb & Son Construction Co., Inc.	2,043,410	46,000	41,000

Mr. Turpen said that this came down from \$1.8 million to \$1,767 million and it is possible to get it down even lower.

Commissioner Bernstein said that this has been a source of deep concern for the Commission; that he believes the entire fire department situation should be reviewed; that he wondered why the Airport fire department is under the auspices of the City fire department when the Airport police department is under the auspices of the S.F. Airport; that \$2 million was too much money to spend on a firehouse; and that he would like to find out about some of the equipment.

Mr. Turpen said that staff would do its best to get the answers for him.

Fire Chief Sherratt said that he would welcome the opportunity to discuss the need for the fire department at the Airport.

Commissioner Goosby said that if the information could be furnished before October 17, it was possible to have a special meeting of the Commission to try to resolve this.

Commissioner Bernstein added that he was informed that the firehouse would cost \$135.00 per foot.

F. Policy or Operational Decisions (continued)

The following resolutions were unanimously adopted:

- (10) Award of Contract No. 1317, Renovation of Airborne Building Annex - \$384,580

81-0255

Resolution awarding Contract No. 1317 to Nico Construction Company, Inc., in the amount of \$384,580. The approved budget for the recommended work is \$450,000. See attached tabulation of bids received on September 23, 1981.

The award of this contract is based on the Base Bid and all Alternates. Controller is requested to certify additional \$15,383 for Type I Modifications. (Total amount to be certified is \$399,963.)

The work is required for the interim relocation of the Airport Administrative staff.

Mr. Turpen said that the staff is going to be relocated, and the Airborne Building was selected for the site and was to be upgraded..

- (11) Award of Contract No. 1399, \$14,882.00, Roll Up Doors and Related Work for Firehouse No. 1.

No. 81-0256

Resolution awarding Contract No. 1399, Roll-up Doors and Related Work for Firehouse No. 1, to Hodgson Construction, Inc., 2815 Fair Oaks Avenue, Redwood City, California 94063.

Bids received on September 23, 1981.

	Base Bid	Alt. A	Total
Hodgson Construction, Inc.	\$14,882.00		\$10,787.00 \$25,669.00
Richardson Construction		26,000.00	\$10,000.00 \$36,000.00

Construction time is 45 calendar days.

- (12) Award of Contract No. 1422, \$20,027.50, Silt Removal: 1981-82

81-0257

Resolution awarding Airport Contract No. 1422, Silt Removal - 1981-82 to CAL Equipment, 8140A Enterprise Drive, Newark, CA 94560 in the total amount of \$20,027.50.

This contract provides for the annual clearing of silt and tules from the drainage canals on Airport property west of Bayshore Freeway.

Bids received on September 10, 1981:

<u>Contractor</u>	<u>Amount</u>
CAL Equipment	\$20,017.50
McGuire and Hester	\$29,010.00

Construction time is 50 days.

Commissioner Goosby said that Commissioner Kadish has maps of the underground utilities.

Commissioner Kadish said that she would bring that up at the next meeting.

G. Consent Calendar of Routine Administrative Matters

The following resolution was put over to October 20, 1981:

(14) Attendance at Aviation Lighting Seminar

Resolution approving the attendance of Donald Jacobberger, Senior Electrical Engineer, at Illuminating Engineering Society Aviation Lighting Seminar to be held at Williamsburg, Virginia from November 9 to 13, 1981.

Commissioner Fleishell said that he supports the staff attending seminars and hopes that this would preclude the necessity for hiring consultants to do the job that the staff was hired to do.

Commissioner Kadish said that it is the policy of the Mayor and the Board of Supervisors that no one shall be reimbursed for attending a conference in a non-ERA state; noting that the Mayor had disapproved attendance at one meeting in a non-ERA state already.

Mr. Turpen said that the last one was the AAAE conference and he believes there is a difference; and that he could ask the Mayor how she feels about it.

The following resolution was unanimously adopted:

(15) Professional Services, Final Acceptance & Credit Modification for \$135.80

No. 81-0258

Resolution requesting a credit modification for \$135.80 and the final acceptance of advisory services performed by Salomon Brothers and Stone and Youngberg.

The following resolution was put over to an open date:

(16) Resolution Rescinding Authorization for a Professional Service Agreement with Records Systems Associates.

Commissioner Kadish said that this was recently unanimously passed by the Commission; that without much more discussion a majority motion of the Commission should not be overturned; and requested that this be held in abeyance subject to some of the points Mr. Turpen made in his memo being amplified.

Mr. Turpen said this will go through the system unless we take some action on it.

Commissioner Kadish said that the Commission has merely to inform the professional consultant and that the Controller will not process it until the Commission approves its moving ahead.

The following resolution was unanimously adopted:

G. Consent Calendar (continued)

(17) Selection of a Financial Consultant

No. 81-0259

Resolution authorizing Airport staff to request bids for financial consulting services. These services are required for the planned Airport revenue bond issue.

Commissioner Fleishell said that the fee paid to a consultant should be predicated upon the time spent and the value of that time spent, and not on the basis of anything else.

Mr. Singer said that included in the specs is the option for the firms that bid on a fixed price basis. He said staff asks them to bid in a variety of different ways and for us to establish changes is the appropriate way to select a firm.

The following resolution was adopted with aye votes by Commissioners Bernstein, Kadish and Fleishell and a nay vote by Commissioner Goosby:

(18) Professional Services Agreement, Dieter C. Rapp, Interior Planting Consultant, Modification No. 1 - \$43,100.00

No. 81-0260

Resolution approving Modification No. 1 to the Professional Services Agreement between the City and Dieter C. Rapp, Interior Planting Consultant, dated June 3, 1980. Modification No. 1 essentially continues the present agreement until September 30, 1982, at a cost not to exceed \$43,100.00.

The following resolutions were unanimously adopted:

(19) San Francisco International Airport Rules and Regulations Change

No. 81-0261

Resolution authorizing change in Section 1.4.6(J) of Airport Rules and Regulations regarding towing carts and aircraft baggage pads.

(20) Claims Settlement - American Contract Interiors, Inc.

No. 81-0262

Approval of settlement of claim against the City by American Contract Interiors, Inc. for carpet storage by payment of \$12,000.00.

(21) Acceptance of Amendment No. 2 to Grant Agreement for ADAP-10

No. 81-0263

Resolution accepting Amendment No. 2 to ADAP Project No. 6-06-0221-10 Grant Agreement and authorizing the Acting Director to accept and execute said Amendment.

This amendment changes the work description to extend Taxiway "B" reconstruction from Taxiway "G" to Taxiway "F" and the length from 4500' to 5000' without a change in the maximum obligation of the Federal Government.

G. Consent Calendar (continued)

- (22) Bid Call, Contract No. 1018, South Terminal & Pier ff Modification, Interim Relocation for Northwest and Braniff Airlines, \$165,000

No. 81-0264 Resolution authorizing a bid call to modify the South Terminal and Pier ff for the required interim relocation of Northwest and Braniff Airlines to and within the South Terminal respectively.

- (23) Tenant Improvement: Closed Circuit TV Monitors, TWA

No. 81-0265

- (24) Tenant Improvement: TV Monitors, Pan Am, South Terminal, \$20,000, T-2582

No. 81-0266 Resolution approving the plans submitted by Pan Am for the installation of TV monitors at Pier "g" in the South Terminal and authorizing Pan Am to proceed with the work. These monitors will provide flight information and baggage claim directions to the public.

All work will be done at Pan Am's sole expense and without rental credit. Approval is subject to satisfactory execution of an agreement between the Airport and Pan Am stipulating conditions and restrictions to the use of unleased space.

- (25) Rental Credit: Boarding Area E, Aeroplex, \$3,000

No. 81-0267 Resolution authorizing Aeroplex Stands, Inc. to construct improvements to non-leasehold areas in North Terminal, Boarding Area E, and authorizing a rental credit for such work in an amount not to exceed \$3,000.00.

- (26) Modification of Peat, Marwick, Mitchell & Co. Contract No. 11526A

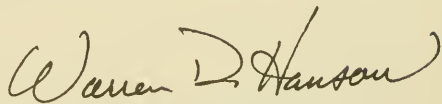
No. 81-0268 Resolution to increase amount of contract from \$75,000 to \$100,000 to cover costs of additional services to be undertaken by Peat, Marwick, Mitchell & Co. and to extend the term of contract.

H. Trailing Calendar

There was no discussion of items (27) and (28) on the Trailing Calendar.

I. Adjournment of Meeting.

There being no further calendared business before the Commission, the meeting adjourned into Closed Session at 4:00 PM.

A handwritten signature in dark ink, reading "Warren D. Hanson". The signature is written in a cursive style with a large, sweeping initial "W".

Warren D. Hanson
Acting Secretary
Airports Commission

INDEPENDENT CAB DRIVERS ASSOCIATION
109 Minna St., #450
San Francisco, Ca. 94150

To: San Francisco Airport Authorities

Date: October 6, 1981

From: All Taxi Drivers

Subject: List of Demands concerning taxi service at the San Francisco Airport

Place: Airport Commission Meeting at the San Francisco City Hall

1. The taxi drivers want the feeder lot removed from the parking garage and installed in the outside lot formerly used to the right of the main driveway upon entering the terminals. The installation should be made for proper control and the prevention of graft.
2. The taxi drivers want the outside lot to be improved with outside lights, a spitter ticket gate at the entrance, a secure cashier cage, a shelter with tables and chairs, inside lights in the shelter, and proper traffic and parking lanes painted.
3. The taxi drivers want the lower inside terminal lane for taxi stands and loading.
4. The taxi drivers want all changes and improvements to be devised with the advice of the Independent Cab Drivers Association and final changes to be approved by the ICDA.
5. The taxi drivers want the \$1.50 pickup fee eliminated.
6. The taxi drivers want pickup privileges on the upper ramp when a passenger so demands a taxi.
7. The taxi drivers want the fines and penalties reduced in some violations and eliminated in others with the approval of the Association.
8. The taxi drivers want a joint committee of taxi drivers and airport authorities installed to devise all future procedures regarding taxi service at the San Francisco airport and to provide advice regarding all future ground transportation procedures.
9. The taxi drivers want the San Francisco Airport authorities to adopt a policy for the reduction of unfair competition to taxi service by discouraging the steering of passengers intending to take taxis to limos and vans, by discouraging the absence of inside terminal advertising for taxi service in the face of numerous ads for other means of transportation, and by requiring the airport information booths to dispense proper taxi information.

Edward D. Landels
Philip E. Diamond
Bruce W. Hyman
Frederick M. Pownall
James F. Feuz
Byron J. Maizey
Harvey L. Lenderman
James A. Bruen
Stephen C. Lewis
Richard C. Coffin
Susan M. Reid
William W. Anderson, Jr.
Ellen S. Goldblatt
Richard D. Warren
Mimi Reichert
Karen A. Cook
Geoffrey M. Dugan
Bruce W. Laidlaw

Earl M. Ripley
John H. Bickel
Greg A. Gowdy
John M. Anderson
James A. Moewe
Yatolay Sichynsky
Howard D. Neal
Jon Enxoe
Anthony O. Garvin
John E. McNellis
Eric K. Behrens
Karin A. Kramer
Thomas D. Trapp
Michael S. Freed
Rosemary H. Morgan
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October 6, 1981

Mr. Louis Turpen
Acting Director of Airports
P.O. Box 8097
San Francisco International Airport
San Francisco, California 94128

Dear Mr. Turpen:

WestAir Jet Inc. d/b/a Pacific Express seeks to provide low-fare, high frequency commercial flights between San Francisco International Airport and Los Angeles International Airport, commencing December 15, 1981 in time for the 1981 holiday travel season. The entry into the S.F.-L.A. market of Pacific Express will create substantial benefit to the traveling public and to SFIA itself.

During the first two and a half years of its operation, Pacific Express will provide service with a fleet of leased British Aerospace, Inc. BAC 1-11 Series 200 jet powered aircraft. Beginning in February 1984, Pacific Express will replace the BAC 1-11 aircraft with a fleet of British Aerospace, Inc. BAe 146 jet aircraft which have already been contracted for delivery. The newly designed BAe 146 aircraft represents the highest technology in commercial jet transport aircraft design and will comply with FAR Part 36 Noise Standards. The BAe 146's will be certificated as state 3 aircraft under FAR Part 36.

Pacific Express will seek authorization to operate these aircraft in scheduled service at SFIA and, if necessary, appear before the Commission on October 20, 1981 in furtherance of this effort. Pacific Express believes that such authorization will be granted because:

a. The aircraft it seeks to operate between S.F. and L.A. will be certificated to a maximum gross weight of 74,500 pounds and thus are not subject to the regulations in Resolution 78-0131;

Mr. Louis Turpen
October 6, 1981
Page Two

b. If the aircraft are subject to the regulations in the Resolution, they are entitled to be operated at SFIA under Part 1 because aircraft of this type have operated and continue to operate at SFIA, and

c. Application of the Resolution to exclude these aircraft would violate federal law and federal grant agreement provisions as will be detailed in our submission to the Commission for the October 20 meeting.

In the event that the Commission rejects its application on the basis that the BAC 1-11 is not in compliance with the requirements of Resolution 78-0131, Pacific Express requests that the Airports Commission grant a variance from Resolution 78-0131 to permit operation of these BAC 1-11-200 aircraft by Pacific Express at SFIA until these aircraft are replaced with the BAe 146's in 1984. We respectfully request that the Commission consider this petition for variance. Pacific Express' request for a variance is made in the alternative and is not to be taken as an indication that Pacific Express requires a variance for it to operate the BAC 1-11.

Pacific Express specifically and expressly preserves its position that under the terms of Resolution 78-0131 it is entitled to operate the described BAC 1-11-200 aircraft until December 31, 1984; and that application of the Resolution to exclude these aircraft from SFIA would violate federal law.

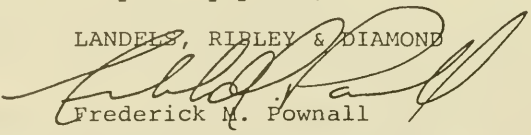
In sum, Pacific Express requests that if the Commission fails to grant Pacific Express the authorization sought in the submission for the October 20, 1981 meeting, it grant a variance from Resolution 78-0131 permitting the airline to operate the BAC 1-11 aircraft at SFIA from December 15, 1981 until December 31, 1984. The basis upon which Pacific Express seeks such a variance is that it is in the public interest

Mr. Louis Turpen
October 6, 1981
Page Three

as the BAC 1-11 is a quieter aircraft than aircraft now operating in scheduled service at SFIA. Pacific Express will present further evidence of good cause for the Commission to grant the requested variance at the hearing on November 17, 1981.

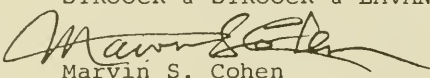
Very truly yours,

LANDELS, RIPLEY & DIAMOND



Frederick M. Pownall

STROOCK & STROOCK & LAVAN



Marvin S. Cohen

Attorneys for WestAir Jet Inc.
d/b/a Pacific Express

cc: Mr. Morris Bernstein
James H. Woods

Presentation to the Airports Commission

October 6, 1981

An improved cab service system for the San Francisco Airport

Independent air quality testing shows carbon monoxide in the cablot air at twice the concentration known to cause headaches and dizziness - the airport roadway and Highway 101 are no place for a dizzy cabdriver. Any driver involved in an accident at the airport or on the way to a destination from the airport should be tested for carbon monoxide poisoning - liability for the accident may rest with the airport.

Airport Parking Management representatives claim that the garage air is replaced every eight minutes. In fact, the exhaust fans are ineffective; the fan vents face into the strong prevailing winds from the west - the back pressure of the wind sometimes reverses the airflow. The cablot atmosphere is generally stagnant, as a smoke release test would reveal. It is an impossible situation to accept.

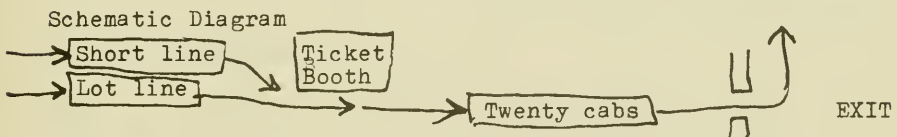
I have prepared with the help of many other concerned cabdrivers a detailed alternative proposal, which I have outlined in a letter last week to the Commissioners. There are two excellent alternative locations available, each requiring only minimal expense to adapt as cablots.

The first is the original outdoor cablot west of the South Terminal. It is presently under-utilized as a buslot. The buses could relocate to the lot west of the North Terminal. A light weather shelter would make the cablot habitable year-round. We cabdrivers provide you with three quarters of a million dollars yearly in cablot fees, ample funds to make these small expenditures. Let's get a little something for our money!

If this is not a viable alternative from the perspective of ~~the~~ other plans the airport may have for this space, a second alternative is available - again superior in every respect to the new lot. Place the cablot in Section A Level 2: the yellow section on your right as you drive into Level 2. This is adjacent to the former cablot in Section B Level 2.

The large west facing windows in this area catch the prevailing winds and provide the best ventilated area within the airport garage. It is argued that we would occupy so-called "prime space." Section A Level 2 is no more "prime space" than the basement lot, and since the parking garage is never filled to capacity the cablot has never displaced one single parking lot customer. On the contrary, we cabdrivers are the most lucrative per-square-foot source of income on the airport and deserve an adequate, decent, safe, and clean cablot.

The Section A Level 2 cablot has the shortest, easiest, and safest entrance and exit pathways of any available location in the garage. The chronic cab flow problem during peak demand - that of getting cabs in and out of the lot without bottlenecks, overflow, and very slow delivery of cabs to waiting riders at the terminal cab stands - is easy to solve given a well designed cablot: simply place the ticket booth at the rear of a standby line of twenty cabs within the cablot.



Since there is a clear view of the Pan Am cab stand from the exit, and it is within whistling distance, cabs will be supplied as needed. The Section A Level 2 cablot is large enough that overflow problems will never develop.

The modifications of the physical facilities and cab regulation system are minimal and inexpensive. They are:

One: A break in the curb on the Level 2 entryway.

Two: A break in the garage wall between the pair of yellow columns marked "A4" opposite the "A" section elevator entrance. There are no structures or utilities that interfere with the removal of a short section of the low wall at this point.

Three: Placing a driveway on the apron between the outer face of the garage and the roadway curb. The apron is wide enough for a cab to pull out, stop and observe traffic and the Pan Am cab stand, and then proceed into the roadway. There is then plenty of room to merge right and enter the Pan Am Stand.

Four: A "STOP" signal operated by a push button at the cab exit would be a good additional safety measure and would not impede the flow of traffic from the terminal entry lanes. It would only affect traffic from the garage underpass ramp and with ample stopping distance for ramp traffic.

Five: Remove the cab check-out booth; it is atrociously unsafe. The pull off loop frequently overflows, leaving loaded cabs stranded on a curve where traffic is accelerating out of the terminal. The booth exit is also difficult and dangerous to negotiate. The airport is responsible and liable for accidents at this location. A safe alternate site is on the traffic island at Eastern Airline arrivals. A starter positioned here could control all North Terminal cab traffic.

Six: The special cab spitter at the garage entrance should be eliminated for the same reasons as the exit booth, plus the fact that it serves no purpose whatever.

The much simpler cab control system in effect before Sept. 1st was also much more efficient and enforceable. The new system, said to reduce the human element, has in fact enormously increased the number of humans and put most of them in positions where it is impossible to monitor their activities. Surely the Airports Commissioners recall the hearing on this matter earlier this year. The safeguards put in place subsequently largely solved the problem.

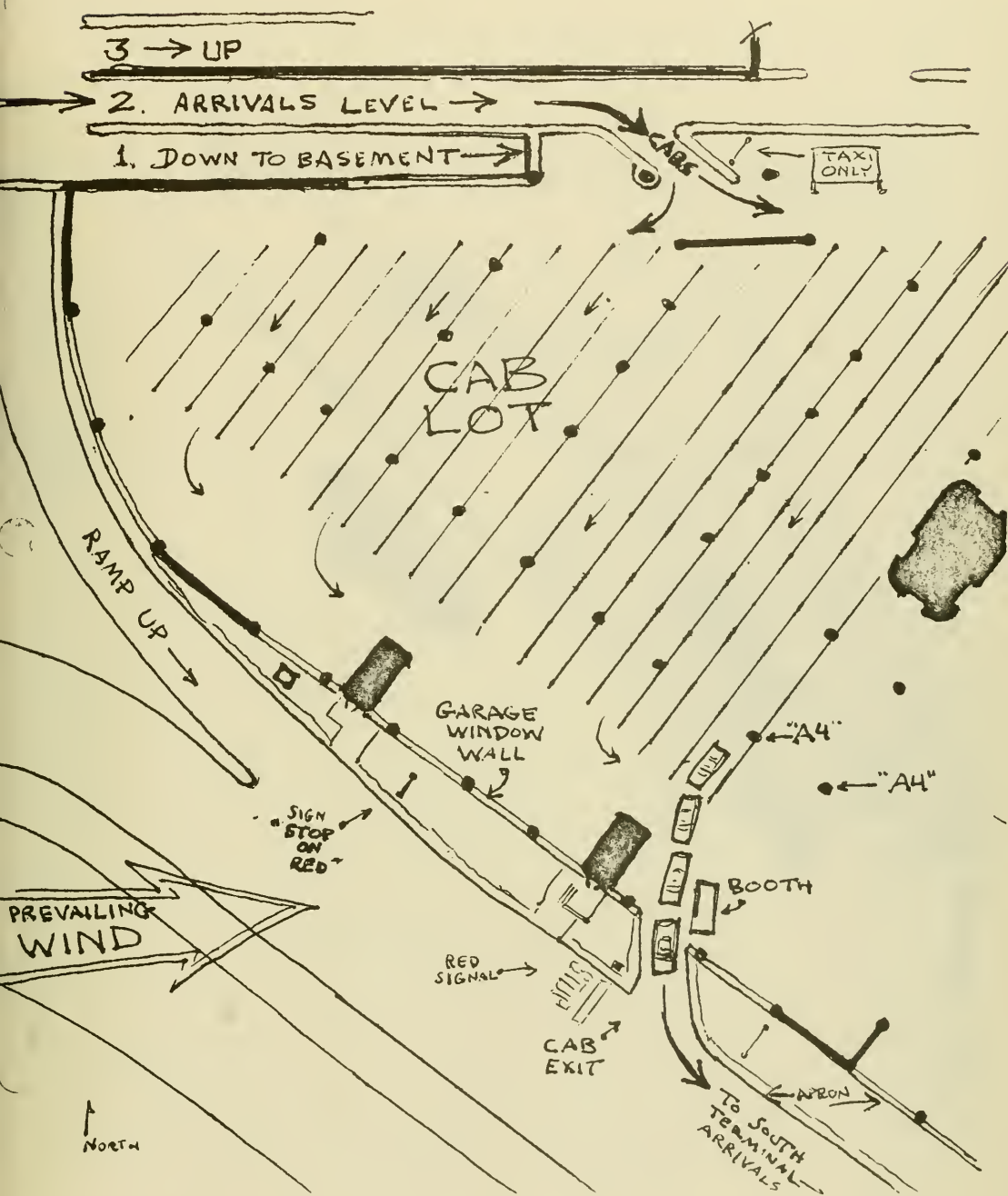
Our proposal requires only four people, as opposed to the seven to nine required by the new system. Any hankypanky would be immediately apparent to the cabdrivers present, to the airport police, as well as to the long promised starter monitors. Amongst the many other lot jumping opportunities the new system presents, the honor system short line is impossible to deal with. In fact, lot jumping is returning to former levels, in spite of the discriminatory and punitive fines.

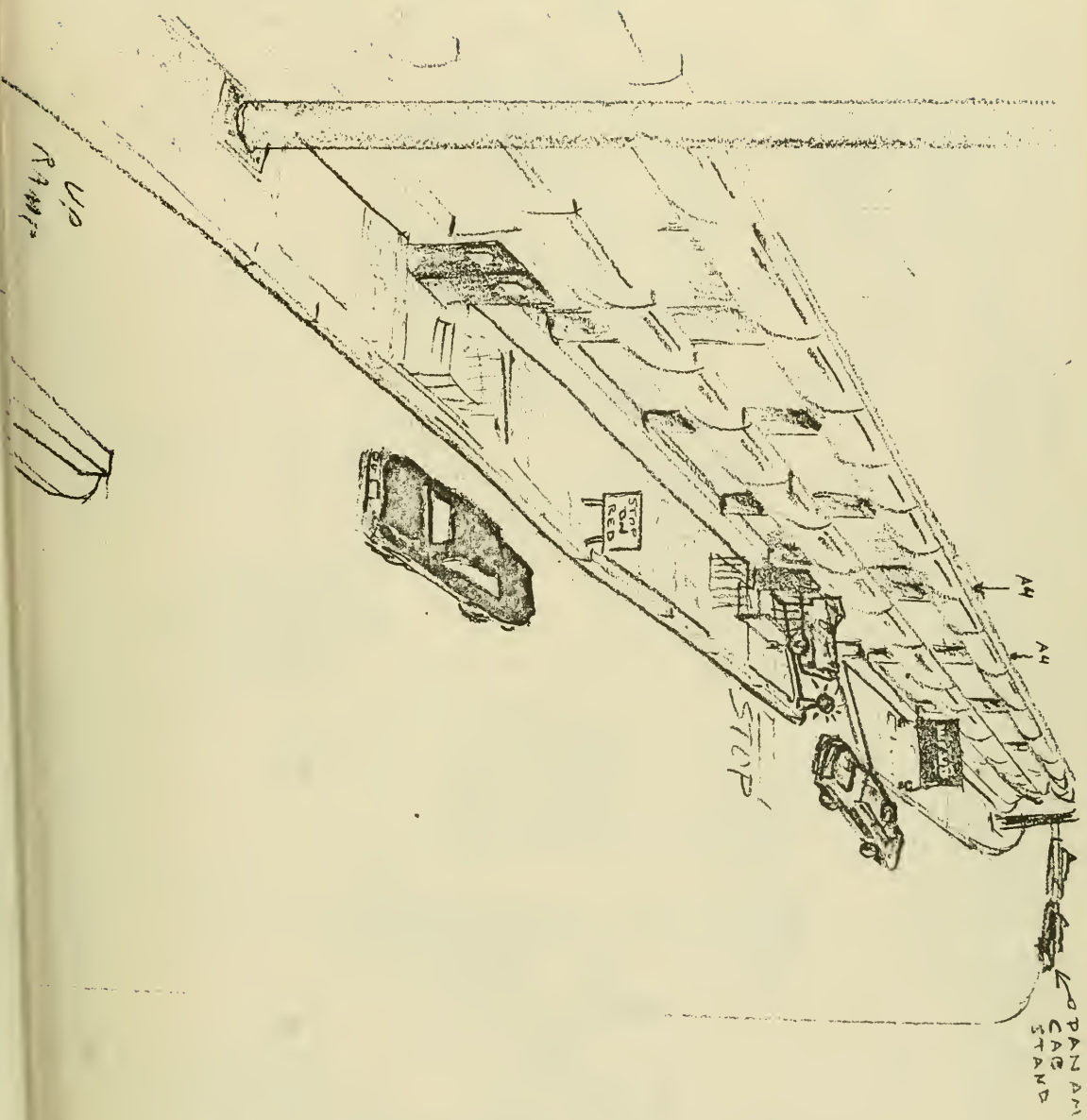
A feature of our plan that would be attractive to the Airports Commission is that these alternative are basically a return to the pre-September status quo improved enough to work really smoothly. The adoption of the measures presented by us will soothe the very high feelings of the cabdrivers before there is an open revolt against the system. We would be glad to meet with you as necessary to iron out the details.

Tomorrow, October 7th, the banker's convention departs and the doctor's convention arrives. We invite the Commissioners one and all to the airport for an experience in chaos. The Commissioners will see why we make the following reasonable demands:

1. Move the cablot out of the basement immediately.
2. Safe, clean, and decent working conditions.
3. Eliminate the cablot fee and discriminatory fines.
4. A simple, enforceable, and honest control system.
5. The opportunity to provide safe ^{air} and efficient service to the riding public.
6. Eliminate unfair competition, provide clear directions to the cabstands, and promote a healthy cab industry.

CAB LOT IN SECTION A, LEVEL 2
(KNOWN TO DRIVERS AS THE OLD OVERFLOW LOT.)





UP
RAMP

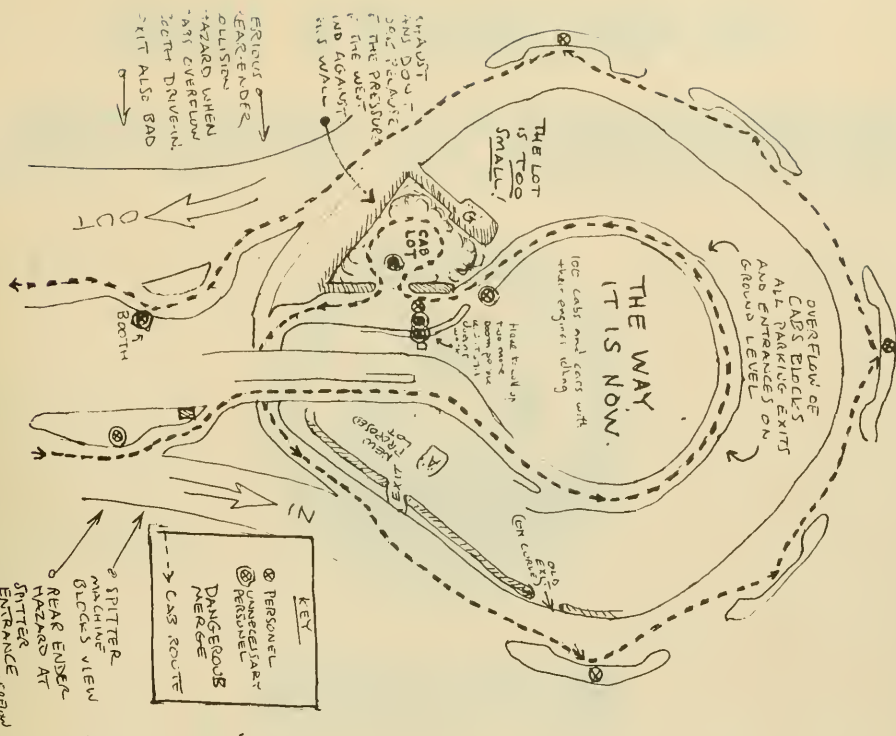
STOP
RED

STOP

A
P
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Z
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U
A
M

THE BASEMENT CARLOT.

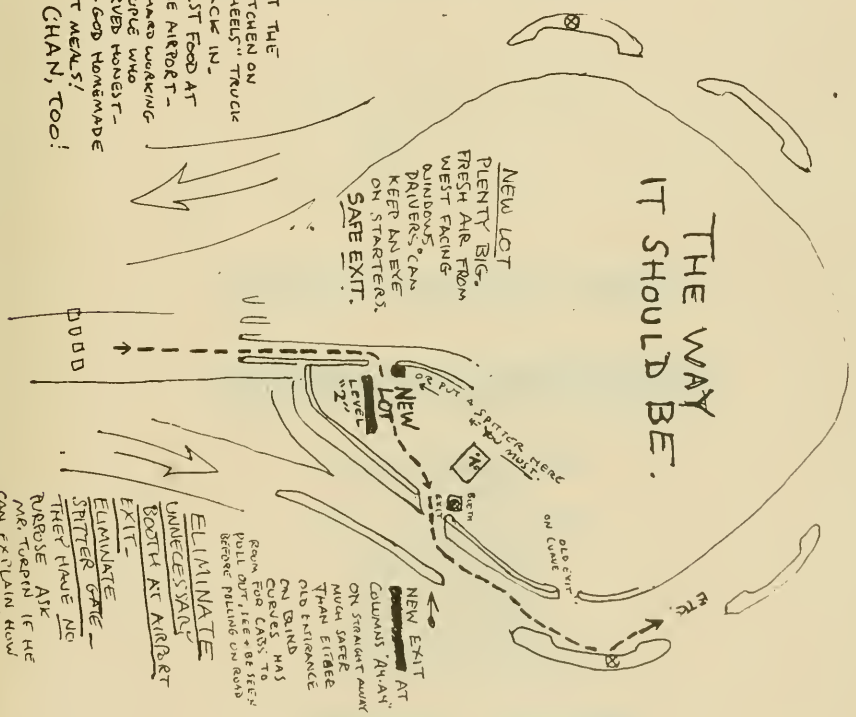
WE PAY \$750,000 IN CARLOT FEES YEARLY, FOR THIS!?



OF ALL THE ALTERNATIVES POSSIBLE, THIS IS THE WORST.

THE CABBIES CARLOT. LEVEL 2 SECTION A.

(Since the garage is never ever full, the "prime space" argument is absolutely false.)



ANOTHER ALTERNATIVE: THE OLD OUTSIDE LOT. LET THOSE

LET THE "KITCHEN ON WHEELS" TRUCK BACK IN. BEST FOOD AT THE AIRPORT. A HAND WORKING COUPLE WHO SERVED HOME-TO-GOD HOME-MADE HOT MEATS! CHAN, TOO!

NEW LOT
PLENTY BIG, FRESH AIR, FROM WEST FACING BUILDINGS. CAN KEEP AN EYE ON STARTERS. SAFE EXIT.

NEW LOT
LEVEL 2

NEW EXIT AT COLUMBUS "AVENUE" ON STREET. MUCH SAFER THAN EITHER OLD ENTRANCE OR BOUND CURVES HAS RAMP FOR CABS TO BE PULLED OUT, LETTING THEM BEFORE PULLING ON ROAD

ELIMINATE UNNECESSARY BOOTH AT AIRPORT EXIT - ELIMINATE SPITTER GRATE - THEY HAVE NO RUBBER AIR MR. TURNER IF HE CAN EXPLAIN HOW THEY MEET!

S
/81

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Friday, October 16, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO MINUTES
OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Friday, October 16, 1981

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MINUTES OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Friday, October 16, 1981

A. Call to Order

The Special meeting of the Airports Commission was called to order at 8:40 AM, in Room 282, City Hall, San Francisco, CA.

B. Roll Call

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, Zuretti L. Goosby
Absent:	Commissioners William K. Coblenz, J. Edward Fleishell

C. Agenda Items Involving Airport Policy or Major Operational Decisions

The following resolutions were unanimously adopted:

(1) Award of Contract No. 1204, Airport Fire House No. 1, \$1,767,319.00

No. 81-0269	Resolution awarding subject contract to the Paxton Construction Company, San Mateo, CA 94402, in the total amount of \$1,767,319.00 on the Base Bid plus deductive Alternates Nos. 1 and 2.
-------------	---

The purpose of this contract is to construct a new facility replacing the existing sub-standard firehouse which does not meet State Occupational Safety & Health requirements and is inadequate to accommodate the new large fire and crash vehicles.

Eight bids received on August 17, 1981:

<u>Company</u>	<u>Base Bid</u>	<u>Alt. No. 1 (Delete Wd. Lockers)</u>	<u>Alt. No. 2 (Delete Skylights)</u>
Paxton Constr. Co.	\$1,822,319	\$25,000	\$30,000
Nibbi-Lowe Constr.	1,839,960	40,000	26,246
Anderson Constructors	1,880,784	36,000	23,200
Homer J. Olsen, Inc.	1,935,805	40,000	23,000
Harvis Constr., Inc.	1,944,317	36,000	27,000
Ralph Larsen & Son, Inc.	1,989,750	21,000	30,000
Designed Bldg. Systems	1,998,597	42,062	26,000
Wallace Webb & Son Construction Co., Inc.	2,043,410	46,000	41,000

Commissioner Goosby asked for explanation as to how the cost of this contract could be reduced legally by eliminating alternates.

Don Garibaldi, Airport General Counsel, advised that minor modifications to the base bid would be alright so long as we do not substantially change the purpose of the contract.

C. Policy or Major Operational Decisions (continued)

(1) Award of Contract No. 1204, Firehouse No. 1 (continued)

Louis A. Turpen, Director of Airports, said that out of this \$1.7 million, we are talking about eliminating a hundred thousand by eliminating one of the bays, one of the low ceiling areas; that by leaving the old firehouse up, we save \$75,000; that we can store some of the equipment that was anticipated to be stored in the new firehouse; that if we don't store them we can knock down this low storage area which is about \$100,000 in cost roughly.

Commissioner Goosby asked if this has been researched legally and was it felt that it is not a significant decrease.

Mr. Garibaldi said it is not a legal problem.

Commissioner Goosby asked about retaining the old firehouse - wasn't that going to be given to Butler aviation for parking?

Mr. Turpen said that's something we are working on right now, i.e., to talk to Butler in terms of whether they would take another piece of property instead of that specific piece.

Commissioner Goosby said suppose they say no and we approve this in this fashion?

Mr. Turpen said if they say no, what we are going to do is.....

Commissioner Goosby asked if we have a written agreement with them.

Mr. Turpen said I don't think so.

Commissioner Kadish commented that a verbal agreement is just as binding as a written one, isn't it?

Commissioner Goosby said not to him.

Commissioner Kadish said she had made that point purposely.

Ms. Dorothy Schimke, Head Property Manager, explained that in preliminary discussions with Butler it was agreed that the Airport can provide alternate space, which is available; and that no problem with Butler is anticipated.

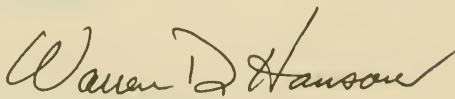
(2) Resolution Declaring California Wine & Harvest Shop's Non-performance Under Their Lease, Terminating Their Lease, Denying the Return of the Bid Deposit, and Re-awarding the Lease to The California Shoppe (Lee, et al.).

No. 81-0270

Resolution declaring California Wine & Harvest Shop's non-performance under their lease, terminating their lease, denying the return of the bid deposit, and re-awarding the lease to The California Shoppe (Lee, et al.).

D. Adjournment of Meeting

There being no further calendared business before the Commission, the meeting adjourned into Closed Session at 8:45 a.m.


Warren D. Hanson
Acting Secretary
Airports Commission

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, October 20, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

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ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO MINUTES
OF THE
AIRPORTS COMMISSION MEETING

Tuesday, October 20, 1981

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AIRPORTS COMMISSION
MEETING OF

Tuesday, October 20, 1981

A. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:00 p.m., in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call:

Present

Commissioners Morris
Bernstein, Ruth S. Kadish,
Z. L. Goosby,
J. Edward Fleishell

Absent:

Commissioner William K.
Coblentz

* * *

C. Adoption of Minutes:

The following resolution was adopted, with reservation, by order of the Commission President:

No.81-0271

Resolution adopting Minutes
of the October 6, 1981
Airports Commission Meeting.

* * *

D. Special Item:

Discussion of Airport's
Annual Program Performance
Assessment; Mayor Feinstein.

The Mayor sent her regrets that she could not be present due to a prior commitment, and that she would appear at the next regular meeting, November 3, 1981.

E. Director's Report:

(1) Status of Lower Level Roadway.

Mr. Louis Turpen, Acting Director of Airports, reported that all the outside roadway work has been done; that we are presently in the process of breaking up the sidewalk in front of South Terminal to bring it up to elevation; that the roadway remains closed; and that work is proceeding as planned.

F. Items Initiated by Commissioners

Commissioner Kadish said we had discussed in the past the utility map updating and that Mr. Turpen and Mr. Lee had by memo informed her and the rest of the Commission relative to what would be involved were we to update the maps. She asked Mr. Turpen to comment.

Mr. Turpen said he had asked the engineering group to develop an estimate of the amount of time it takes to coordinate drawings prior to insuing any project; that the estimate is two draftsmen for one year; which would be about a \$43,000 interdepartmental work order to DPW; that we now spend about \$19,000 per year on engineering time coordinating drawings; that the concern is to remain on schedule and do it within a year; and that with Commission approval he would like to develop a master schedule to get this accomplished within the time frame that we estimated.

Commissioner Kadish recommended that a procedure of moving on this be set.

Mr. Turpen said he would be happy to.

(2) Taxicabs

Mr. Don Garibaldi, Airports General Counsel, reminded the Commission that the Independent Taxi Drivers filed suit against the City on October 13, in a class action which also names the Airports Commission, and Mr. Turpen as Airports Director; that in view of that litigation, he counseled the Commission to not entertain any discussion on the taxicab matter, unless counsel for the Cab Drivers is present and wants to speak to the Commission; and that beyond that he counseled the Commissioners not to hear anybody on this matter.

(3) Hearing on request of Westair Jet, Inc., dba Pacific Express, for a permit to operate at SFIA.

Westair will make a presentation to the Commission in support of their contention that the type of aircraft contemplated to be used does not fall within the prohibitions of the Airport's Noise Abatement Regulation set forth in Commission Resolution No. 78-0131.

Mr. Turpen said that it is his understanding that based on some new information that was presented, the Commission desires to evaluate this and this item has been put over until the Commission has had time to do that.

Commissioner Bernstein ordered the item to be put over two weeks. (November 3, 1981)

Commissiner Fleishell said that the matter is being put over at the request of thse who are moving for the variance and that it would be heard fully at the next meeting of the Commission.

G. Agenda Items of Policy or Major Operational Decisions

The following resolutions were unanimously adopted:

- (4) Sublease Approval - Host Ice Cream/Cookie Parlour (North Terminal at Boarding Area E).

No. 81-0272

Resolution approving Host's MBE sublease for the cookie operation within the ice cream parlour in North Terminal at Boarding Area E.

- (5) Schematic Design Approval - Host Ice Cream/Cookie Parlour (North Terminal at Boarding Area E)

No. 81-0273

Resolution approving Host's schematic design of proposed ice cream/cookie parlour in North Terminal at Boarding Area E and authorizing Host to proceed with preparation of final plans and specifications.

Mr. Turpen said that this involves the Host Cookie Parlour; that they are still interviewing MBE's for the cookie operation .

Mr. Arthur T. Spring, Vice President, Host International, presented highlights of the document that has been developed for the MBE/WBE; presenting renderings and drawings, saying this would be a 'turnkey' operation which would be handed over to the MBE operator; that the lease term suggested is a 5-year term plus an additional 5-year option at the option of the entrepreneur so that it represents a 10 year lease with no threat of rental increase; that the rental obligation would be the greater of 9.24% of sales or a minimal annual guarantee, that the operating hours are intended to be the same as the ice cream store; that determination of the minimal annual guarantee was that they should be able to produce \$500.00 a day in sales, or .9813% of the total Host action at the Airport projected for 1981, which would be an equitable minimum annual guarantee ranging from \$15,700 to \$23,800.

Commissioner Bernstein asked for the name of the operation.

Mr. Spring said: The Ice Cream and Cookie Factory

Commissioner Bernstein felt that the name of "factory" indicates that something is being made on the premises and suggested that Host check on David's, a successful New York firm, to determine if their method of operation would be appropriate for the Airport.

Dr. Goosby asked whether Mr. Spring had talked to various people in the business and if they had accepted and agreed that the anticipated volume of business was reasonable.

Mr. Spring said that was the impression he received; that there was a vocal expression of enthusiasm and interest.

Commissioner Bernstein remarked he was talking about a volume of at least \$500.00 a day.

G. Policy or Operational Decisions (continued)

Dr. Goosby said that the Commission should always make a distinction between MBE and women as entrepreneurs; that over 50% of the people of this country are women and by no stretch of the imagination are women a minority; that should be clarified in people's minds; and that he would like that clarified as the Commission looks at candidates.

Commissioner Kadish expressed concern about the name that is being used, "factory," for the same reasons that Commissioner Bernstein mentioned; that it is essential that we are dealing here with quality and not just any substances being used; that the Commission wants a high class ice cream and high quality in the cookies; and that unfortunately the Commission did not have the same limitations on the Crab Stand as were on the Crab Pot.

Commissioner Fleishell said that he was told by counsel that women are in fact minorities; that when the Commission deals with minorities it is important to understand what are minorities; and that counsel advises that women are a class considered legally in this City and County as minorities.

Mr. Garibaldi said that he was correct; that in Affirmative Action, women are considered a minority.

Commissioner Fleishell said that when the subject of ice cream was originally brought up there was opposition because of the \$1,000,000 worth of carpet that had just been installed that would be damaged by a take-out operation.

Mr. Spring said staff has directed that take-out cones will not be permitted; that ice cream does not offer housekeeping problems; and that those items planned to be sold will be consumed on the premises and sold in reuseable glass containers.

Commissioner Goosby said that this has been a long time coming; that he would like to give a bouquet for the fact Host has done this although they were not required to do so under the terms of their lease; that hopefully, in the future, there might be consideration, should they find this profitable, to have a joint venture in some of the other operations; and thanked Host for the developments thus far.

(6) Schematic design for New Bar on Pier E

No. 81-0274

Resolution approving
schematic design for new bar
on Pier e.

Commissioner Fleishell asked if this has been reviewed by Mr. Howard Friedman, Architectural Consultant.

Commissioner Kadish said not yet; that the only thing that we can do is approve it, subject to modifications by Mr. Friedman.

Commissioner Fleishell said that is why Mr. Friedman is there, so that it can be reviewed by him and come before us as a final package.

Mr. Turpen said this in preparation for the move of PSA and Republic to Pier e and will provide much needed back office space to support the ticket counter; that Mr. Friedman has not seen this; and that he would do his best to secure his approval.

Commissioner Bernstein suggested passing it subject to Mr. Friedman's approval.

G. Policy or Operational Decisions (continued)

- (7) Resolution Awarding Gallery Shop Lease to Elson's of California, Inc., for a first Year Minimum Guaranteed Rental of \$46,100.

No. 81-0275

- (8) Modification No. 1 PM&M Professional Services Contract, Terminal Concession Plan.

Mo. 81-0276

This modification would enlarge the scope of services to be performed, extend the time for performance by an additional 60 days to the new total of 120 days and adds \$22,500 so that the new total "not to exceed" would be \$37,500.

- (9) Contract Award: Contract 1220-Terminal Connectors, \$11,559,191; and Contract 1200B(4) - Central Terminal Renovation, \$21,566,425.

No. 81-0277

1. Resolution awarding Contract 1220, Terminal Connectors, to S. J. Amoroso Construction Co., Verrett Construction Co., and Nielsen Nickles Co., a Joint Venture, in the amount of \$11,559,191, for base bid, all bid items, and all alternates.

No. 81-0278

2. Resolution awarding Contract 1200B(4)--Central Terminal Renovation, to Tutor Saliba, a Partnership, in the amount of \$21,566,425, for base bid, all bid items, and all alternates.

Eight bids were received for Contract 1220 and six for Contract 1200B(4).

Total amount of two contracts: \$33,125,616.
Total budget: \$33,620,150.

Controller to certify \$11,732,579 (including \$173,388 for Type I modifications) for Contract 1220, and \$21,997,753 (including \$431,328 for Type I modifications) for Contract 1200 B(4).

These two contracts will complete the new International Terminal with new Control Tower and Connectors to North and South Terminals.

G. Policy or Operational Decisions (continued)

(9) continued)

Mr. Turpen said that they did have HRC approval of both firms and that these connectors will connect North and South Terminals to the Central International Terminal.

Commissioner Goosby asked if HRC had a minimum 11% participation by minorities as a goal in one contract and about 8-1/2% in the other.

Mr. Jason Yuen, Director, Bureau of Terminal Construction, said the amount of money on the bid documents is not the total minority participation for the contracts.

- (10) Tenant Improvements - Airport No. T-2572, Elson's North Terminal at Boarding Area E Entrance, Personalize Shop - \$67,000.

No. 81-0279

Tenant contract will provide retail shop complete with counters, showcases and finished floors, walls and ceilings. All work will be done at tenant's expense.

Mr. Turpen said that we would go on to the next item unless there are any questions on this item; that it has been reviewed.

Commissioner Fleishell asked if it has been approved by the Commission's architectural consultant, questioning what is the point of having a consultant if he is not used; that it had been agreed this is the way to proceed.

Commissioner Kadish said it could be approved subject to approval of the architectural consultant.

The following special item was presented by the Director of Airports and unanimously adopted:

(10a) No. 81-0280

Resolution requesting the Controller to certify funds for California Crafts and American Porcelain temporary exhibitions: \$3,000 to Fiberworks for the loan of tapestries and weavings, May 1982 to August 1982; and \$11,500 to the Smithsonian Institution, Washington, D.C. for loan of the exhibition American Porcelain, October 2, 1982 to January 6, 1983.

Mr. Turpen said this relates to the California Crafts Exhibit, in the Summer of 1982 for \$3,000 and the American Porcelain in the Fall of 1982 for a total fee of \$11,500, on loan from the Smithsonian Institute in Washington, D.C.

Commissioner Goosby asked if there was any money involved.

Mr. Turpen said \$3,000 for the California Crafts and \$11,500 for the Smithsonian Porcelain.

G. Policy or Operational Decisions (continued)

The following resolution was opened for Public Hearing and action deferred until November 3, 1981:

- (11) Resolution for approval of relocation of Courtyard Parkers to Level 4 of the garage and institution of a parking use fee to be levied against certain of these parkers. Gross revenue increase to Airport of as much as \$160,000/year.

Mr. Turpen said he had received one letter and several phone calls; that as previously discussed, because of the impact of the connector program, we plan to relocate courtyard parking to the garage area; that the airlines have genuine concerns in terms of their terminal operation; that they feel forced into paying the \$125 quarterly fee. They feel that the \$32.00 per quarter for the economy lot is not an alternative because of the nature of their involvement; that it would be his suggestion that we grant one pass to each active airline occupying terminal space for their operational use.

Commissioner Fleishell felt that will not work because if an airline has a regional officer in San Francisco, the executive gets the space and the person who really requires it does not.

Commissioner Bernstein ordered the matter put over for two weeks. (November 3, 1981)

H. Consent Calendar of Administrative Matters

The following resolutions were unanimously adopted with the exception of Item No. 13 which was removed from the Calendar with the consent of the Commission:

- (12) Claim: Tony S. Satarino v. CCSF, S.F. Superior Court No. 763-296.

No. 81-0281 Resolution approving settlement of litigation by payment of \$10,000

- (13) Rescind Resolution No. 81-0255 awarding Contract No. 1317, Renovation of Airborne Building Annex and Rejection of all Bids for Contract No. 1317.

In the event that United Airlines can provide adequate space in their facilities to accommodate the relocation of the Airport's administrative staff, a resolution will be submitted to the Commission to rescind the award of Contract No. 1317 and to reject all bids.

- (14) Schematic Design Approval - Paradies - 'Cable Car' Flowers Carts.

No. 81-0282 Resolution approving schematic design of proposed Paradies "Cable Car" flower carts for North Terminal.

Commissioner Kadish said approval was subject to review and approval by Howard Friedman.

G. Policy or Operational Decisions (continued)

(15) Award of Contract No. 1397, Installation of Ceiling - South Terminal.

No. 81-0283

Resolution awarding Contract No. 1397, Installation of Ceiling, South Terminal to Hodgson Construction Inc., 2815 Fair Oaks Avenue, Redwood City, CA 94063.

Bids received 9-30-81

1. Hodgson Construction Inc.	\$31,410.00
2. James Marsh Co.	\$32,499.00
3. Anderson Constructors	\$47,700.00
4. Nibbi Brothers	\$56,000.00

Mr. Turpen said this was for the Customs area only and was only for a partial replacement

(16) Award of Contract No. 1443 - Emergency Airfield Pavement Repairs, 1981-82.

No. 81-0284

Resolution awarding above contract to the Lowrie Paving Co., of San Francisco.

Bids Received 10-7-81:

1. Lowrie Paving Co.	\$64,020.00
2. Dorsa Paving, Inc.	\$66,030.00
3. Piombo Corp.	\$68,720.00

(17) Award of Contract No. 1384 - Telephone Duct Bank, Bay Spruce Street, Millbrae.

No. 81-0285

Resolution awarding above contract to the Coast Electric Co. to install new telephone duct bank to bypass damaged duct bank which passes under drainage canal;

Bids received on 10-7-81:

1. Coast Electric Co.	\$22,000.00
2. D. W. Young Constr. Company	\$51,372.00

(18) Tenant Improvement: Installation of Computerized Check-in System Extend Existing Passenger Center, South Terminal, Japan Airlines - Tenant Work - \$20,000.00, T-2580.

No. 81-0286

Resolution approving the plans submitted by Japan Airlines for the installation of a computerized passenger check-in system and to extend the existing passenger counter in the South Terminal and authorizing Japan Airlines to proceed with the work.

All work to be done at Japan Airlines sole expense and without rental credit.

(19) Modification No. 28 and Completion of Professional Services Agreement - San Francisco Airport Architects

No. 81-0287

Resolution approving final Modification No. 28 in the credit amount of \$66,026.15 and authorizing final payment in the amount of \$75,617.00 to the San Francisco Airport Architects.

This will complete all work under the original 1968 contract agreement with the San Francisco Airport Architects to provide professional architectural and engineering services for the San Francisco International Airport Expansion Program.

Commissioner Kadish asked if this item was to be taken up in Closed Session.

Mr. Garibaldi said the attorney's opinion was sent to the Commission separately so as not to incur attorney's expense for their appearance.

(20) Attendance at Oshkosh Truck Corporation

No. 81-0288

Resolution approving the attendance of James T. Nutley, Training Supervisor, San Francisco Fire Department, and Thomas Murray, Superintendent, Airport Maintenance Division, at a pre-delivery inspection of the new T-6, Rapid Intervention, Crash/Fire/Rescue Vehicle, at the Oshkosh Truck Corporation, Oshkosh, Wisconsin, from November 2, 1981 through November 6, 1981.

(21) Attendance at Aviation Lighting Seminar

No. 81-0289

Resolution approving the attendance of Donald Jacobberger, Senior Electrical Engineer, at Illuminating Engineering Society Aviation Lighting Seminar to be held at Williamsburg, Virginia, from November 9 to 13, 1981.

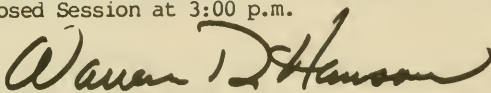
Commissioner Kadish said that she was in contact with the Mayor's office as late as this morning and if the Mayor does not approve it, then this travel will have to be handled some other way.

I. Trailing Calendar

Commissioner Kadish asked for a later clarification of item (27).

K. Adjournment of meeting.

There being no further calendared business before the Commission, the meeting adjourned into Closed Session at 3:00 p.m.



Warren D. Hanson
Acting Secretary
Airports Commission

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

TUESDAY, NOVEMBER 3, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
OF THE
MINUTES

Tuesday, November 3, 1981

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MINUTES OF THE
AIRPORTS COMMISSION
MEETING

November 3, 1981

A. Call to Order:

The regular meeting of the Airports Commission was called to order at 2:00 PM in room 282, City Hall, San Francisco, California.

* * *

B. Roll Call:

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell.
Absent:	Commissioner William K. Coblentz

* * *

C. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0290	Resolution adopting the Minutes of the special October 16, 1981, and the regular October 20, 1981, Airports Commission meetings.
-------------	--

* * *

D. Special Item:

The discussion of the Airport's Annual Performance Assessment program by the Mayor of San Francisco was deferred to a later date.

* * *

E. Director's Report:

(1) Skycap Report

Mr. Louis Turpen, Acting Director of Airports, reviewed the skycap service at the Airport and the concern of the Commission for the service quality stating that skycaps have become immobile waiting for passengers to carry luggage to them, resulting in bunching traffic at each skycap podium station; that there have been complaints of difficulty in locating a skycap; that a draft proposal has been prepared which revolves around making the skycaps mobile once more and expanding the area of curb space they must cover; that this would assure that skycaps would be available and would prohibit skycaps from parking cars for passengers.

E. Director's Report (continued)

(1) Skycap Report (continued)

Commissioner Kadish said that the proposal seemed to be minimal; that the provision that there shall be at least one skycap assigned to serve each scheduled arrival and departure, means only one skycap would be provided; whether that should be augmented and thrown into the negotiation; and whether replacing the baggage check podiums by substituting our carts will provide more check-in space at the sidewalk.

Mr. Turpen said that is correct; that the passengers now tend to congregate at the podium; and that the skycaps should move up and down the sidewalk

Commissioner Kadish asked how no soliciting of tips would be monitored.

Mr. Turpen said it would be difficult, but it should be a stated policy.

Commissioner Goosby said that LA airport is thinking about taking over their own baggage operation; that the money received from Allied as exclusive right to manage the skycaps was minimal and should be upgraded; that other airports should be checked to see what they are charging for exclusive skycap rights; that they have the responsibility of serving the City in proportion to the number of incoming flights; and that if there is more money to be made for the City, it should be looked into; and asked if there is a skycap stand at every carousel now in the new terminal.

Mr. Peter Singer, Deputy for Business and Finance, said there is one in each baggage area.

Commissioner Goosby said that he has received complaints about how difficult it is to leave baggage on the curb while going to the garage for automobiles; that the airport has a responsibility to see that skycap service covers that; and recommended that it be discussed with the skycap representatives.

D. Director's Report (continued)

(2) Parking Revenue Analysis

Director's report on proposed public and employee parking rate schedule increases. Possible realization of \$3.7 to 4.8 million in additional revenues.

Mr. Turpen presented the parking revenue analysis pointing out that the staff has developed three schedules for Commission consideration; that the key difference in the schedules is in the garage rates; and that the plan is to encourage long-term parkers to use the long-term parking lot.

Commissioner Kadish commented on three alternate plans saying that the explanation on schedule (3) represents a danger in raising rates so high in the 4 to 7 hour range that parkers might then elect to use the long-term lot which charges only \$5, and questioning the rationale that is presented. She said the majority of the people who use the garage 4 to 7 hours are those business commuters who travel to Los Angeles or Portland, and find that their day would be lengthened were they to use other lots rather than the garage; that she is willing to entertain any further justification on the point; that the thing that we have to accomplish with the garage is primarily to get the roadways clear in front of the terminals by keeping our first and second hour rates low, so she would opt for keeping the 50¢ fee and raising it during those hours between 2 and 8 in order to keep those roadways clear. She felt that the staff should respond to this.

Commissioner Goosby asked if the 50¢ rate was on a trial basis.

Commissioner Kadish said there was even a proposal to lower the first hour rate to 25¢, but we never did that.

Commissioner Fleishell said that this is not a policy judgment; that the effect of raising parking rates for certain periods has been studied at other airports and suggested that other airports might be checked to see what they have concluded.

Commissioner Goosby said that this should come back with a recommendation having this tied into our needs, asking when the rates would be implemented.

Mr. Singer said they would commence January 1.

Commissioner Goosby said he would like to know what impact Proposition A would have on our need for income; that he would like to be assured there would be an available surplus.

E. Director's Report (continued)

(3) Civil Service Survey of Senior Management Positions

Informational report on the Civil Service Commission survey of 47 Airport senior management and related administrative positions with the intent to create a Senior Management Service.

Mr. Turpen said that the Civil Service Commission consultant is to conduct a study on 47 management positions at the airport which would probably have new civil service classifications and fall into some performance assessment system; and that he would keep the Commission advised of developments.

F. Items Initiated by Commissioners.

No items were initiated by Commissioners.

G. Agenda Items Involving Policy or Major Operational Decisions

The following items were unanimously adopted:

(4) Courtyard Parking Relocation and Use Fee

No. 81-0291

Resolution for approval of relocation of specified courtyard parkers to level 4 of the garage and institution of a parking use fee to be levied against certain of these parkers.

Gross revenue increase to Airport of as much as \$160,000.

Public Hearing held on this item at October 20, 1981 regular meeting.

Mr. Turpen said this is necessary due to construction of the connectors between the North and Central Terminals; that staff has reviewed possible relocation of the parkers; and that \$125. per quarter is a reasonable fee to be charged for the garage.

(5) Airport Contract No. 1165, Improvements to Lower Level Road, Central to South Terminal Modification No. 2 (Debit), \$6,150.00

No. 81-0292

Resolution approving and requesting the Controller's certification of debit modification No. 2 in the amount of \$6,250.00. The contractor for this work is Piombo Corporation.

This modification provides for reconstruction of access pits underneath the South Terminal sidewalk which were partially collapsed.

Original amount of contract	\$306,114.00
Modification No. 1, Type 1 (Debit)	3,850.00
Modification No. 2, Type 2 (Debit)	6,250.00
Revised amount of contract	\$316,214.00

G. Policy or Major Operational Decisions (continued)

(5) Airport Contract No. 1165 (continued)

Mr. Turpen said that this is a small modification which involves reconstruction of access pits under the South Terminal sidewalks.

Commissioner Kadish said that this should to be one of the first entries on the underground utilities maps.

H. Consent Calendar of Administrative Matters

The following items were unanimously adopted:

(6) Award of Contract 1018, South Terminal and Pier ff, Modifications for Northwest and Braniff Airlines, \$131,940

No. 81-0293 Resolution awarding Contract 1018, South Terminal and Pier ff Modifications, to DeNarde Construction Co., in the total amount of \$131,940. The award amount comprises the base bid and two alternates. The budget for the recommended work is \$165,000. The following bids were received on October 21, 1981:

<u>Contractor</u>	<u>Alt #1</u>	<u>Alt #2</u>	<u>Partitions</u>	<u>Total</u>
	<u>Pavement</u>	<u>Wire Mesh</u>		
	<u>Base Bid</u>	<u>Markings</u>		
DeNarde Construction	\$127,000	\$ 545	\$ 4,395	\$131,940
Landlords' Tenant Improv-				
ment Contractor	132,000	1,760	4,444	138,204
Hodgson Construction	134,010	545	1,837	136,392
James Marsh Company	135,572	1,000	4,500	141,072
Feiler Brothers Corp.	137,853	600	4,848	143,301
Ralph Larsen & Son	139,000	700	4,400	144,100
Paxton Construction Co.	154,680	750	2,500	157,930
Nibbi Brothers	160,000	600	4,500	165,100

This project is to provide interim facilities for the relocation of Northwest Airlines from Central Terminal to the South Terminal, and Braniff Airlines within South Terminal.

(7) Correction of Numerical Error - Resolution No. 81-0287, Modification No. 28, San Francisco Airport Architects

No. 81-0294 Resolution correcting numerical error in Resolution 81-0287 adopted October 20, 1981, relative to credit amount due City on Modification No. 28, San Francisco Airport Architects Professional Services Agreement.

(8) Modification Nos. 5 and 6 to FAA Tower Lease 75-0152 (WE-3331)

No. 81-0295 Resolution approving Modification No. 5 to FAA Tower lease to increase rental charge from October 1, 1980 to February 28, 1981, and Modification No. 6 to further increase rental charge from March 1, 1981 until FAA occupies new Control Tower.

(9) Amendment of Section 1.4.5D(3) (a) of Airport Rules and Regulations

No. 81-0296 Amend taxicab insurance requirements to read:

"Have automobile liability insurance coverage in the limits required for taxicabs by City and County of San Francisco."

H. Consent Calendar (continued)

(10) Relocation of Shoeshine Stand to Accommodate M & R Program

No. 81-0297

Resolution authorizing termination of Central Terminal shoeshine stand lease and addition of a new location under South Terminal shoeshine stand lease to allow continuation of services during the Central Terminal M & R closure.

(11) Retirement Resolution

No. 81-0298

Resolution for retiring Maintenance Division Secretary, Pauline Peters, who will be leaving the Airports Commission on November 30, 1981.

I. Staff Evaluation

(12) WestAir Jet, Inc., dba Pacific Express

Mr. Turpen said that Pacific Express has provided information to the staff concerning their certification by FAA; Pacific Express BAC1-11 aircraft will be certified at 74,500 pounds; that this does not place them within Commission resolution No. 78-0131; that issuance of a permit is therefore a ministerial act; and that the permit will stipulate that any changes to the weight will be brought before the Airports Director to insure that they do not come within the criteria of the Commission resolution.

Commissioner Goosby said apparently they are going to stay under 75,000 pounds by carrying less fuel and asked if there was any way to monitor their noise.

Mr. Turpen said that their weight and balance sheets will be examined to assure they maintain their certification weight.

J. Trailing Calendar:

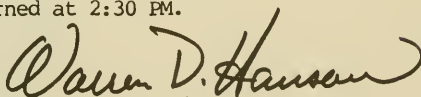
No items listed on the trailing calendar were discussed.

K. Closed Session:

No closed session was held.

J. Adjournment of Meeting;

There being no further calendared business before the Commission, the meeting was adjourned at 2:30 PM.


Warren D. Hanson
Acting Secretary
Airports Commission

SAN FRANCISCO AIRPORTS COMMISSION



MINUTES

Tuesday, November 17, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO MINUTES
OF THE
AIRPORTS COMMISSION MEETING

Tuesday, November 17, 1981

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MINUTES OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, November 17, 1981

A. Call to Order

The regular meeting of the Airports Commission was called to order at 2:00 PM, in Room 282, City Hall, San Francisco, California.

* * *

B. Roll Call

Present:	Commissioners Morris Bernstein, William K. Coblenz Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell, .
Absent:	None

* * *

C. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0299	Resolution adopting Minutes of the November 3, 1981, Airports Commission meeting.
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* * *

D. Director's Reports:

North Terminal Custodial Contract

Mr. Louis A. Turpen, Acting Director of Airports, reported that the Board of Supervisors had rejected the Controller's finding that contract janitorial services in the North Terminal can be practically performed at lower cost by a contractor than by City personnel; that the Airport must make plans for an orderly transition from contract services to use of City personnel; that this will result in hiring approximately 70 to 75 people; that it will require a supplemental appropriation transferring approximately \$1.7 million of contract money, and an additional appropriation of \$400,000 more for a total of \$2.1 million to support in-house performance of the contract; that securing the equipment, personnel, and the physical transition could take anywhere from 4 to 6 months; and that staff is presently examining the impact of the transition and hoped to have a preliminary analysis completed by the end of the week.

D. Director's Reports (continued)

North Terminal Custodial Contract (continued)

Commissioner Bernstein asked when that is supposed to take effect.

Mr. Turpen said that is something staff is trying to ascertain; that they will look at the legislative alternatives available.

Commissioner Kadish commented that she was at the Board of Supervisors and both the Acting Director and President certainly spoke well for the Airport.

- (1) Verbal Report, New Airport Emergency Communications Center, Pacific Telephone.

Mr. Turpen said that the airport is in the process of closing Central Terminal and will be relocating the Emergency Communications Center facility from the lower level Central Terminal to the Connector between the North and Central Terminal Facilities; that in looking at this relocation we discussed the possibility of hiring a consultant for \$50,000; that we opted not to pursue that course and instead have developed an in-house task force supplemented by members of AT&T, Pacific Telephone and Motorola to take a look at future communications needs for the airport; that the relocation of the communications center is an opportunity to upgrade the system that is basically 1954, although it has been added to piecemeal since that time; and that Mr. A. J. Fraties, Pacific Telephone, would address the Commission.

Commissioner Coblenz asked that the record show he neither participated in or had anything to do with the discussion whatsoever, because of a possible conflict of interest.

* * *

This discussion was postponed due to the arrival of The Honorable Dianne Feinstein, Mayor of San Francisco, to comment on the Management by Objectives program and the Airport's Annual Performance Assessment Program. The Mayor's comments are attached to these minutes and included by reference.

Commissioner Bernstein referred to the Board of Supervisors' action noting that since the Airport has been asked to do its own maintenance, there would be a need for an increase in personnel. He asked the Mayor ask the Board of Supervisors to reconsider their action.

The Mayor asked that documentation be prepared of additional costs for this maintenance staff including supervision, showing costs, indicating support of the airport desire to keep costs down; that after receipt of these documents, the Board will be asked to reconsider; that this is not a time to look at additional costs; but that the Mayor would support the Commission on that item.

Mr. Turpen thanked the Mayor for the recognition of what we are trying to do.

The Mayor stated that there are a lot of people who should be thanked adding that the policing is better, the facility is cleaner and that the art is creating a better ambience for the public; there should be something to let people know they are landing in San Francisco.

D. Director's Reports (continued)

Commissioner Bernstein said that the staff should be commended for the employment of the handicapped program; and that the airport has received the aviation safety award for the 4th consecutive year.

Commissioner Kadish said that Ruth Ansawa suggested that there be a children's sculpture saying 'welcome to San Francisco' in the Central Terminal.

The Mayor added that the solution to the airline litigation is the most consequential step forward that it is possible to make; that for the first time the airlines, Commission and staff are willing to work together and she wished to thank all of them for their efforts.

* * *

Mr. Fraties, assisted by Mr. Warden of Pacific Telephone, continued his discussion of Airport Communications system. His remarks are attached to these minutes and incorporated by reference.

Commissioner Fleishell said there are a number of people in this business asking why we are not getting presentations from others in this business.

Mr. Turpen said the Bell system has done the vast majority of work at major airports nationwide; that they offer on-site personnel 24 hours a day; that they provide some interesting capabilities in terms of safety and security that weren't mentioned here today; that we have been dealing with them for many years; and that we sought them out to assist us.

Commissioner Fleishell repeated his question and added that other people are in precisely the same competitive business; that they have developed a large volume of business because they have been able to do things that Bell has apparently been unable to do.

Mr. Roy Samuels, Acting Deputy for Operations, said that Bell has been the only company at the airport that has 24 hour, 7 day a week response; that other companies have to call in someone from home which causes two to three hours delay; and that it is because of the Bell reliability that we want them.

Mr. Turpen said because of the time line involved, the Bell system needs to begin design; that if the airport elects not to pursue this system, Pacific Telephone asks that they be reimbursed up to \$15,000 of the design costs; that if they are retained the \$15,000 will be amortized as part of the installation charges; and asked that the Commission approve a resolution authorizing the expenditure.

Commissioner Kadish said that it is a policy of this Commission that, unless it is a matter of safety, that a resolution which is brought in at the last moment not be acted on, and recommended the resolution be put over for action at the next meeting.

Mr. Turpen said waiting two more weeks pushes us two weeks down the time line; in view of the risks involved should we not meet the cut-off date, asked the Commission because of safety and security aspects of that transition out of Central Terminal to the connector.

Commissioner Kadish said since this was considered a matter of safety she would accept that interpretation and withdrew her objection moving passage of the resolution.

The following resolution was adopted by an aye vote of Commissioners Bernstein, Kadish, Goosby and Fleishell. Commissioner Coblenz abstained.

D. Director's Reports (continued)

(1) Verbal Reports (continued)

No. 81-0300

Resolution approving \$15,000 to Pacific Telephone and authorizing them to proceed with the engineering and design of a new communications system serving San Francisco International Airport.

(2) Proposed Specifications for North Terminal Game Room

Transmittal of proposed specifications for a North Terminal west end, game room prior to holding a pre-bid conference.

Mr. Turpen said we have just opened Boarding Area E; that the Commission indicated that they did not want to proceed with any further concession development in the North Terminal pending outcome of the Peat-Marwick study; that he had the opportunity to meet with Peat, Marwick & Mitchell, so that we can move ahead; that a letter from Marjorie Brink indicates her report will be ready by December 21st; and suggested that we hold this for one more month rather than move ahead.

Commissioner Goosby concurred. He said there are only 6 or 7 more working concessions to be had in the North Terminal, but her plan may be different; that he hoped there would be more involvement by small and minority businesses.

Commissioner Fleishell said that would be his view; that we hired a consultant; it is important to have something left for the consultant to operate upon.

E. Items Initiated by Commissioners:

There were no items initiated by Commissioners.

F. Agenda Items of Policy or Major Operational Decisions:

The following resolutions were unanimously adopted:

(3) Assignment of Concession Audit Contract, \$20,723.33

No. 81-0301

Resolution approving the assignment of Concession Audit Contract entered into with Steven Yu & Company, CPA's to the firm of Deloitte, Haskins & Sells.

Mr. J. Peter Singer, Deputy for Business/Finance, said these are compliance audits as they relate to our contract; that we do not have staff for this function.

(4) Tenant Improvements, Hydrant Fuel System, Boarding Area D, \$1,600,000.

No. 81-0302

Resolution approving plans and specifications for the construction of an underground aviation fuel hydrant fueling system at Boarding Area D. All work will be performed by the International Carriers at their own and sole expense.

F. Policies or Major Operational Decisions (continued)

- (5) Award of Contract 1101, Remodeling East End of North Terminal (for Future Ice Cream/Cookie Parlor and Art Gallery Shop) - \$80,039.

No. 81-0303

Resolution awarding Contract 1101, Remodeling East End of North Terminal, to Hodgson Construction Inc., 2815 Fair Oaks Ave., Redwood City, CA 94063, in the total amount of \$80,039. The award amount is comprised of the base bid and one alternate. The budget for the recommended work is \$140,000. The following bids were received on October 29, 1981:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt. #1 Concrete Fill</u>	<u>Total</u>
Hodgson Construction	\$ 78,900	\$1,139	\$ 80,039
Willmor Construction	82,000	855	82,855
Ralph Larsen & Son	83,700	950	84,650
DeNarde Construction	84,500	670	85,170
Richardson Construction	86,000	1,656	87,656
James Marsh Co.	87,828	1,000	88,828
Nibbi Brothers Inc.	87,900	914	88,814
Complete Builders, Ltd.	92,500	1,300	93,800
Landlords' Tenant Improvement Contractor	94,350	950	95,300
Foster Construction	116,400	750	117,150

This project will extend utilities and provide spaces within which Host International and Elson's of San Francisco can develop an Ice Cream/Cookie Parlor and an Art Gallery Shop respectively, in the east end of North Terminal in conformance with the Commission's concession plan for North Terminal.

Commissioner Coblenz said that he had read the letter from Arthur Spring and as far as he is concerned he will go along with the permission to sell ice cream, with the condition that it be revoked at any time if it creates a housekeeping problem.

Mr. Turpen said he would advise Mr. Spring of the Commission's intention.

The following item was unanimously adopted as amended:

- (6) Supplemental Appropriation, \$257,217

No. 81-0304

Resolution requesting the Mayor to recommend to the Board of Supervisors a supplemental appropriation of \$257,217 for property and possessory interest expenses and legal services.

Commissioner Fleishell said that we have been spending a lot of time on the memo of understanding; that last week there was another session of 4 hours with the airlines; that there are several areas still to be resolved; and urged that any further problems be handled when and if they occur.

F. Policies or Major Operational Decisions (continued)

The Commission amended the proposed resolution by deleting \$50,964 for services anticipated of the City Attorney's office in addition to services provided by the Airport General Counsel.

The following resolution was unanimously adopted:

(7) Garage Contract, 1 year Extension

No. 81-0305	Resolution approving one (1) year extension of Airport Garage Contract commencing at midnight, December 1, 1981 and terminating at midnight, November 30, 1982.
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G. Consent Calendar of Routine Administrative Matters.

The following resolutions were unanimously adopted:

(8) Advance Right-of-Entry to FAA for Runway 10R

No. 81-0306	Resolution approving Advance Right-of-Entry to FAA for installation, operation and maintenance of Glide Slope, Localizer and Middle Marker facilities of Instrument Landing System for Runway 10R.
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(9) Air Traffic Control and Related FAA Activities

No. 81-0307

(11) Settlement of Claims not Exceeding \$2,500.00

No. 81-0308	Resolution approving settlement and compromise of claims by the Director of Airports, with the approval of the City Attorney, during the period July to October 1981. Total of claims, \$6,360.83.
-------------	--

(12) Professional Services Agreement - Final Acceptance, Harold Hecht

No. 81-0309	Declares work performed by consultant as satisfactorily completed and approves, and requests the Controllers certification of a credit modification in the amount of \$11,428.30.
-------------	---

(13) Tenant Improvement: Tape Library Modification, UAL Maintenance and Operations Center, \$50,000

No. 81-0310	Resolution approving the plans and specifications submitted by United Airlines for the modification of their magnetic tape storage library at their computer center in Building 15.
-------------	---

G. Consent Calendar of Routine Administrative Matters (continued)

The modification consists of interior wall and floor construction and minor electrical and mechanical work.

All work to be done at UAL's sole expense and without rental credit.

Commissioner Kadish asked when will the parking rates go into effect.

The following item was removed from the Consent Calendar

- (10) Audit Report, Fiscal Year
Ending June 30, 1981.

H. PUBLIC HEARING

The following resolution was unanimously adopted as amended:

- (14) Parking Fee Schedule Modification

No. 81-0311	Resolution to adopt a modification of the public and employee parking fee schedule at SFIA. Possible Airport revenue gain of \$3.4 million.
-------------	---

Mr. Turpen said the proposed resolution would raise the rate for employee parking from \$22 to \$32 per quarter.

Commissioner Coblenz asked about the comparison.

Harry Brassen, National Car Rental, expressed opposition to any increase, citing security problems in the employee lot, and lack of public transportation for shift employees.

Commissioner Kadish said there are various forms of transportation available, citing SamTrans which has about 85 runs; and that she would need some further substantiation of his statement that there is not transportation at all hours.

Mr. Brassen said some people who live in San Francisco cannot travel home during late hours without difficulty; because of the irregularity of buses, and that some employees live on the peninsula in areas which have no SamTrans route.

Pam Klinker, Avis Car Rental, agreed with Mr. Brassen, and felt it was necessary to have more and better security.

Commissioner Kadish requested that staff report to the Commission what steps will be taken from this point to increase the security of the employees' parking lot.

Terry Gross, Budget Rent-a-Car, said the buses have not run on schedule; that drivers stop at their own discretion whether or not it is actually a pick-up point; and that he felt that \$22 would be a more realistic figure.

Commissioner Bernstein told the speakers that all their complaints would be investigated.

Commissioner Coblenz stated there were three contingencies: to provide adequate security to the person; to provide security to property; and the parking lot should be accessible by foot; that if increased fees must go for that, so be it; and that the resolution should be amended to reflect these conditions.

There was an expression of agreement from the Commissioners.

H. Public Hearing (continued)

The following resolution was unanimously adopted:

(15) FY 1981-82 Airline Rates and Charges

No. 81-0312

Resolution to approve a schedule of airline landing fees and terminal space rental fees for FY 1981-82.

The proposed fee schedule would contribute \$44.3 million to Airport gross revenue.

Mr. Turpen asked Mr. Singer to explain the Rates and Charges. Mr. Singer said that this year, in establishing the proposed rates and charges, we have deferred until this time in order that we may understand the proposed settlement agreement and conform the rates to the proposed agreement that we have with the airlines; that the chart indicates the proposed rates in comparison to the present rates; that under the formula, proposed by the airlines in the settlement agreement, the airlines pick up on a formulized basis the difference between the cost and revenues of the terminal areas and the groundside areas.


Mr. Paul Van Wert, Chairman of the Airlines Airport Affairs Committee, agreed that these rates came out of the Peat, Marwick & Mitchell study.

I. Trailing Calendar:

There was no discussion of items on the Trailing Calendar.

J. Adjournment of Meeting:

There being no further calendared business before the Commission the meeting adjourned to Closed Session at 3:35 PM.


Warren D. Hanson
Acting Secretary
Airports Commission

November 17, 1981

Honorable Morris Bernstein, President
and Members
Airports Commission
San Francisco International Airport
San Francisco, California 94128

Dear Commissioners:

I have reviewed the Commission's Annual Report and related Management by Objective statistics for 1980/81 and would like to share some observations with you. As you know, the Airport's Management by Objective system has been operational for two full fiscal years. Your director and managers have established goals and objectives in seven key result areas and monitor staff performance on a quarterly basis.

It is important that Commission members become actively involved in the periodic review of objectives, the setting of performance standards and the quarterly review of results. This process fosters greater communication regarding what our mutual expectations are. I strongly believe in the need for an active Commission role in monitoring performance and setting performance standards.

Before turning to the specific performance in each of your key result areas, I would like to take this opportunity to thank the Commission for your tireless efforts in obtaining a settlement in the Airline law suit against the City. This settlement should signal an era of cooperation between the City and its Airline tenants. It will finally allow us to run the Airport like a business, with financial rewards for good performance. In that regard, I am particularly interested in your immediate attention to development plans for the property west of the Bayshore Freeway which this settlement allows the City to develop on its own. This is a source of significant potential revenue for the City and should not be allowed to lie fallow for long.

I ask that a comprehensive development package for this
acreage be placed on my desk before the end of this
reporting year.

Let me now turn to the specific key result areas.

Passenger Service Improvements

Your goal of providing the highest quality and greatest variety of passenger services is commendable. Performance has been good. The annual passenger survey, your questionnaire used to measure the public's assessment of the services provided, was conducted in April 1981, and revealed an overall ten percent increase in the travelers' favorable rating of the services. Receiving the highest ratings were the shuttle bus, public transportation, directional signing, passenger assistance and passenger information. In each of these areas more than 70 percent of the respondents rated these services as 'good' or 'outstanding'. However, Airport shops, restaurants, and parking received lower ratings. Only 48 percent of those surveyed rated Airport shops as good or outstanding. Only 52 percent rated eating facilities as good or outstanding. Only a disappointing 38 percent found the parking situation to be good.

- For this years survey I expect you achieve a 65 percent good or outstanding rating on food services, shops, and parking.
- In order to get a more complete picture of the quality of services provided, I ask that you separately poll Airline personnel and concessionaires.

The number of passengers using the Airport decreased by 10 percent between 79/80 and 80/81 (from 22.7 to 20.3 millions annual passengers). However, the number of passengers reaching the Airport by private vehicle increased by 8 percent during the same period. This indicates that greater emphasis must be placed on encouraging the use of mass transportation by the public.

- In order to increase mass transit usage, I ask that you more actively promote and publicize the various public transit buses now serving the Airport. There should be no further increase in private vehicle usage this year.

The situation at the International Arrivals terminal remains intolerable. You are aware of the situation facing international travelers when they arrive at our Airport, up to three hour delays, crowded waiting areas and virtually no services. I realize that completion of the remodeling of the Central Terminal will dramatically improve this situation; yet, I request that you see to it that every step is taken to decrease the inconvenience suffered by these travelers in the meantime.

- I ask that you provide me with a specific target date for the completion of the new international arrivals facility at the old Central Terminal site, and
- I reiterate my request that a series of immediate ameliorative steps be taken to make life less miserable for our international travelers.

The Airport now has several persons to maintain and exhibit its art collection

and to develop other cultural programs. Both the art and music programs have expanded dramatically and appear to be very popular with the traveling public and the press. I ask again that you reach a conclusive and amicable resolution of question of jurisdiction between your Commission and the Art Commission with regard to these issues.

Safety/Security

In 1980/81, for the third consecutive year the Airport received the Airport Safety Institutes' Crash, Fire, Rescue and Medical Preparedness Award and for this the Commission and staff are to be commended. We understand that a fourth year award is in the offing. With respect to passenger safety we remain as one of the safest Airports in the world. At no time did the Airport violate the Federal Aviation Administration's security and operations procedures. The staff's response time to police and/or fire, crash, rescue incidents was well below the goal of three minutes.

Landside automotive traffic accidents, however, continue to be a problem. There were over 300 accidents last year.

- . I would ask that you establish a goal for your staff to decrease this number to less than 200 in 81/82.

Community Relations

Undoubtedly, noise continues to be the major concern of the residents in the communities surrounding the Airport, including the southern portion of San Francisco. I applaud your adoption of the Airport Noise Mitigation Plan and note that your budget for this year allows for the implementation of the second phase of this program. We have come a long way in reducing the noise pollution in the nearby communities, but the Commission and staff must continue to monitor this sensitive area closely in order that we reach the goal of reducing the number of dwelling units in the 'noise contour' to 7,500 by 1987.

The key to continued and positive community relations is the position of Director of Community Relations requested by the Commission in 80/81. This position is now vacant.

- . I request that this position be filled with a qualified person immediately.

Concessions and Concession Revenue

The passage of Proposition A, will for the first time in history, begin generating revenue for the General Fund of the City. Key to this revenue generation are your concessions. I am pleased to note that you met your target of opening eight new concessions during 80/81. More importantly, concession revenue was up 18 percent over the preceeding year. I realize that the Central Terminal will be closing for renovation and that projections indicate that the number of passengers will decrease; yet, I would expect to see concession

revenue increase again this year. In order to increase volume it is necessary that you undertake professional marketing studies to assure that what is offered for sale is what the travelling public is interested in. It is also important that the quality of concessions be maintained. I do not want the Airport to be a haven for shoddy goods merchandised in a shoddy environment.

- I expect concession revenues to increase by at least 10 percent for current year operation.

Cost Control

Performance has been good in this area. The cost of operations and maintenance - \$1.45 per enplaned passenger - was well below the goal of \$1.62. This figure, however, is based on a constant dollar amount and does not completely reflect the situation in a budgetary sense.

- For 81/82 I request that in addition to the constant dollars used in your report, you report your cost figures in current dollars as well.
- I expect also that you will be able to hold the cost increase per enplaned passenger to a figure not to exceed 7 percent.

Management Improvement

Your budget that I approved for fiscal 80/81 allowed for substantial reclassification of your management positions and the staff's performance indicates that this was a very positive step. For example, all billings were made within five days of receipt of the required documentation and 93 percent of all accounts receivable were collected within 90 days. Both of these accomplishments exceeded the targets set.

An area that still concerns me, however, is the number of employments at the Airport. With your management team now in place I expect your operation to be run tightly and that you will hold the line on the number of employees.

- For the 82/83 budget, I ask that the number of employments be held stable or reduced.

Physical Plant and Equipment

All of us look forward to the completion of the Modernization and Rehabilitation Program at the Airport. I know that you and the staff have given this program a great deal of attention and am pleased that it is proceeding on schedule. Diligent planning and monitoring have resulted in contract modification costs being kept to a minimum. I trust that this will continue to be a priority for the Commission. All of you must be as tired as I am of our perpetually unfinished Airport.

- In order to get the construction over with, I ask that you review your construction schedules, accelerate them where possible, get your contracts out on time, monitor them and continue to hold contract modifications to the absolute minimum.

I commend the completion of your Five Year Facilities Maintenance Project Plan. It is allowing for a well managed maintenance program and a decrease in emergency repairs. As a result 85 percent of available craft labor time was devoted to planned and scheduled work. The results of the passenger survey discussed earlier in this letter also indicates that the public finds our facilities to be well kept and attractive. This must continue to be the case.

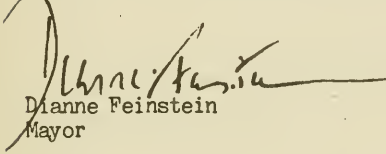
Energy Consumption

Finally, I note with concern that energy consumption has increased at the Airport. I know that steps, such as reducing bulb wattage and turning off unnecessary lights, have been taken but we must explore further adjustments that can be made to reduce our energy consumption.

- I ask that you develop a specific energy usage reduction program for each facility currently in use and set specific targets for reductions against which you can measure your performance.
- With regard to the remodelling and reconstruction of buildings currently underway, I expect that the plans and specifications will be reviewed to assure that new construction will be as efficient as it can be.

In summary, I feel that the Airport's performance in meeting its management by objective goals is good and you and the staff are to be congratulated. I have mentioned areas where improvements are needed and I trust that you will give these your continued attention.

Sincerely,



Dianne Feinstein
Mayor

DF/RN:grh

In order to meet performance objectives, the Department of Airports annually sets goals within "key result areas". These goals then become the standard by which the Department of Airports, and its' management team, is measured.

In looking for ways that these goals could be met, the Department of Airports management team contacted the Bell System. This initial contact, from the management team point of view, was directed only towards the key result of cost controls--specifically, the control of telephone costs. As a matter of planning, the pending move of the communications center to the North Terminal was also discussed.

After discussing these first issues, the Bell System asked to be allowed to expand its' evaluation into other key result areas, to see if expanded communications had the potential of favorably impacting those areas, as well.

The positive results of that expanded evaluation form the basis for the five-year communications plan and recommendation. This summary forms an overview of that plan and recommendation.

The objectives impacting key result areas which are addressed by this plan are:

1. Reduce emergency notification time.
2. Reduce number of operators required during emergency notification.
3. Reduce turn-around time for preparation of emergency reports.

4. Reduce forecasted increase in personnel required to handle forecasted increase in activities associated with communications center.
5. Provide emergency back-up for Airport intercommunication.
6. Improve method of interagency coordination during emergencies.
7. Control communication costs.
8. Reduce energy expenditures.

If the quantifiable results associated with the above goals were reached, the management team forecasts yearly savings of \$200,000.00, principally in the areas of energy control and force reductions.

The existing methods of operation do not allow SFIA to meet its' stated objectives, due to the following conditions:

1. The emergency notification system is limited as to how many on-Airport people can be contacted simultaneously. Off-Airport notification is done manually.
2. The existing system requires at least two operators to contact any large measurable number of personnel within the critical first minutes of any emergency. More than two operators are required on occasion.
3. Preparation of emergency reports must be accomplished within eight hours after an emergency. Generally, no on-going documentation is available covering all steps taken. Therefore, the report must be reconstructed. Eight hours is a minimum period under these circumstances.

4. The activities of the communications center are a direct reflection of the activity of the Airport. This will increase 33% over the next five years, based on the most recent forecasts. This will require proportionate additional personnel, as the current personnel are viewed as doing a very efficient job.
5. There is no emergency back-up communications system. The Airport could be landlocked if a potential emergency (natural or terrorist) knocked out the existing communications system.
6. Agencies travel to briefings or use the telephone to communicate during emergencies. They are located from two to 15 minutes apart if travel is required.
7. Communications costs are relatively uncontrolled.
8. Excepting two systems of relatively small proportions, energy costs are uncontrolled by mechanized systems.

Utilizing the proposed Bell System plan, the following conditions could exist:

1. Emergency notification time would be reduced beyond stated objectives.
2. The number of operators required during an emergency would be reduced to one. In the notification process operator time would be reduced beyond the objective.
3. Turn-around time for emergency report generation would be reduced from eight hours to two hours.

4. The forecasted increase in personnel in the communications center would be reduced by 45%.
5. A self-contained emergency back-up communications system would be provided which would not be landlocked during emergency outages.
6. Agencies would be able to coordinate activities, both audibly and visually, without leaving their work areas.
7. Communications costs could be reduced 7.5% in long-distance and multi-message unit calling.
8. Energy costs could be lowered 1.17% with no increase in manpower.

There are two overall benefits by utilizing the Bell System plan. The first is that all your stated objectives are met or exceeded, thereby helping SFIA meet its' goals in the key result areas that were addressed. The second benefit surrounds the fiscal impact of the plan, which is highlighted below:

1. Five-year Communications Costs (additional)

A.	Emergency Notification System	\$ 46,250.00
B.	Emergency Procedures, Report Generation, Communications Operator System	293,400.00
C.	Paging Call Distribution, Emergency Calling Back-Up, Energy Control System	585,925.00
D.	Interagency Coordination System	46,000.00
E.	Non-Bell Expenses	<u>54,000.00</u>
	Total	\$1,025,745.00

2. Five-Year Savings

A.	Report Generation	12,600.00
B.	Force Reduction in Communications	\$ 980,410.00
C.	Recapturable Lease-Space	24,000.00
D.	Long-Distance Controls	15,000.00
E.	Energy Controls	<u>1,080,048.00</u>
	Total	\$2,112,058.00

3. Net Benefit to Bell System Plan \$1,086,313.00

4. Benefit/Cost Ratio 2.06/1

Upon concurrence and acceptance by the Department of Airports management team and by the San Francisco International Airport Commission, the Bell System can begin implementation of the system right away. The emergency notification system can be installed prior to the January, 1983 move of communications to the North Terminal. The remainder of the system, due to the necessary lead-times required to properly build and test it to meet these exacting standards, will be in place and operational upon your move.

It should be stressed that this system meets all standards of reliability and performance. The system will be maintained and supported with the same 24-hour per day commitment that the Bell System has always brought to San Francisco International Airport. All technology proposed within this plan exists today, and the combined design of the interrelated parts will make the overall plan a benchmark among modern airports.

SAN FRANCISCO AIRPORTS COMMISSION



MINUTES

Tuesday, December 1, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

ACTING

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
MINUTES OF THE
AIRPORTS COMMISSION MEETING
Tuesday, December 1, 1981

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MINUTES OF THE
AIRPORTS COMMISSION MEETING

Tuesday, December 1, 1981

A. Call to Order:

B. Roll Call:

Present:

Commissioners
Morris Bernstein,
Z. L. Goosby, and
J. Edward Fleishell

Absent:

Commissioners
William K. Coblentz,
Ruth S. Kadish

* * *

C. Adoption of Minutes:

The following resolution was adopted by order of the Commission President:

No.81-0314 Resolution adopting the Minutes of the November 17, 1981, Airports Commission meeting.

* * *

D. Announcement by Commission Secretary

No.81-0313 Warren Hanson, Acting Commission Secretary, announced the unanimous adoption of Resolution 81-0313 by the Airports Commission in Closed Session on November 17, 1981, which appoints Jean Caramatti to be Secretary to the Airports Commission with an effective date to be announced.

E. Director's Reports:

(1) 1982-83 Budget, Preliminary Issues

Louis Turpen, Acting Director of Airports, presented budget procedure issues and explained the need to have a final budget by July 1; that under the terms of the settlement agreement, rates and charges must be set 60 days prior to the beginning of the fiscal year; that there is no need for the Airports Commission to wait for State bail-out funds; that there is no need to incur inflationary cost increases by delaying the award process to September 1; that with the budgets of the public service enterprises out of the way, the Board of Supervisors would have more time to devote to those departments relying on the General Fund; and asked the Commission to support this request to the Mayor for a final budget on July 1 and the flexible spending authority, keeping in mind the Mayor's objective in running the airport like a business.

Commissioner Goosby said that another argument would be that now we have the legal right to give \$6 million or 15%, whichever is larger, to the City, the Board would know how much money they had to deal with in the General Fund.

Commissioner Fleishell suggested a meeting with the heads of the other enterprise agencies to see if one ordinance would have all the agencies in harmony; that this meeting should take place and agreement on proposed legislation or charter changes reached before going to the Mayor.

Mr. Turpen said this will be done

* * *

(2) Proposed Widening of Boarding Area D, Contract 1200F

Staff recommendation not to proceed with Contract 1200F Widening of Boarding Area D for Federal Inspection Services and airline V.I.P. space.

Mr. Turpen reported on the Connector for the International Arrivals Area; that in September a capital item of \$5 million was approved to widen the Connector under the assumption that certain changes were going to be made to the Federal Inspection Service; that it is recommended that we do not proceed with this expenditure; that it more than doubles the original allocations for VIP space; that there is no written commitment from the airlines; and that these changes could delay the completion of the Central Terminal.

Commissioner Goosby asked if one stop service can operate without the widening, if and when it is adopted by Immigration and Customs.

E. Director's Reports (continued)

Mr. Turpen explained the one-stop system and contrasted it to the 'assist' system being tested in Miami and Los Angeles pointing out that there is no appreciable gain in the speed or efficiency of this new system; that the Customs Services maintains that they would put in the system only where facilities permit; that San Francisco is already designed for one stop and would stay with one stop since that is the latest approved Federal inspection system.

* * *

(3) North Terminal Custodial Services

Mr. Turpen said the Mayor has requested reconsideration of the Proposition J vote by the Board of Supervisors and they have agreed to reconsider the matter on December 7.

* * *

(4) Director's Report Proposing a Resolution for the Establishment of a Reserve Fund and Utilization of ADAP Funds

It is proposed to request the California Congressional Delegation to pursue the establishment of a reserve fund utilizing ADAP funds to take care of reconstruction and rehabilitation of airports in the event of a major disaster through the granting of funds for this work for the betterment of the community and nation as a whole.

Mr. Turpen said this is a letter and a draft resolution for review, expressing concern that in the event of a natural disaster there would be significant demands for financial aid from many competing sources; that a fund in excess of \$4 billion exists in Washington as part of the ADAP; that this money is available; and recommended that we go to the California delegation to have this money reserved and available for use by airports that might be affected by a natural disaster.

Commissioner Fleishell expressed doubt as to the result of a resolution to use those funds since the ADAP is a trust fund and is used by the Office of the Controller to balance the books of the Federal government.

* * *

F. Items Initiated by Commissioners (continued)

Commissioner Goosby referred to use of three passenger huts in loading areas by three limousine companies and asked how long those companies have held and will hold that privilege.

* * *

Commissioner Goosby referred to the Proposition J certification procedure by the City Controller and Board of Supervisors.

Mr. Turpen explained the procedure.

Mr. J. Peter Singer, Deputy for Business and Finance, said the precedent has been established that there should be some rationale under which the Controller is given an indication to make a Proposition J determination; that the Airports Commission has awarded the contract subject to the Proposition. J determination; that determination provides justification to send to the Controller a request for his analysis; that the Controller is making a finding but the finding is not binding upon the department or the Board of Supervisors; that the analysis in the first place was requested of the Controller by the Department; that the analysis then goes to the Board of Supervisors which has the power to affirm the Controller's findings; that the Board can be influenced by considerations other than cost; and that the Controller's certification is not binding but rather advisory.

Mr. Don Garibaldi, Airports General Counsel, said that Controller wants a definitive agreement that the Commission wants to go forward; therefore it is necessary to have a Commission resolution approving a specific agreement so the Controller knows what he must evaluate.

* * *

G. Agenda Items Involving Major or Operational Decisions:

The following item was removed from Calendar awaiting Human Rights Commission action:

- (5) Award of Professional Services Contract to Gentry, Inc.

Award of Professional
Services contract to Gentry,
Inc., for data processing
facility management and
operations for \$177,120.

* * *

H. Consent Calendar of Administrative Matters:

The following resolutions were unanimously adopted:

- (6) Modification No. 1 to Professional Services Agreement, Signet Testing Lab., Inc.

No. 81-0315

Resolution approving
extension of time and
increasing Standard Schedule
Rates by 10% to compensate
for inflation. No additional
funds required.

H. Consent Calendar (continued)

- (7) Modification No. 2, \$130,000, Professional Services Agreement, Associated Geotechnical Engineers, Inc., Extension of Time and Increase of Funding.

No. 81-0316

Resolution approving Modification No. 2 to professional services agreement with Associated Geotechnical Engineers, Inc., Soil and Foundation Consultants, to provide continuing services for M & R Program, airfield and other maintenance and capital improvement projects.

Modification extends the completion date of the agreement to June 30, 1983 and increases the maximum total compensation under the agreement by \$130,000. Services to be furnished on a "Time and Material" basis as requested by City.

- (8) Quarterly Financial Statements

Transmittal of Financial Statements for the 1st quarter of Fiscal Year 1981-82.

- (9) Audit Report, Fiscal Year Ending June 30, 1981

Transmittal of the Airport Annual Financial Statement for the Fiscal Year ending June 30, 1981.

- (10) Selection of Financial Consultant

No. 81-0317

Resolution approving selection of Salomon Brothers as Financial Consultant.

- (11) FAA Instrument Landing System for Runway 10R

No. 81-0318

Resolution authorizing execution of three (3) Leases with FAA for installation, operation and maintenance of Glide Slope, Localizer and Middle Marker facilities to Instrument Landing System for Runway 10R at no cost to Airport.

- (12) Right-of-Way Agreement, Aircraft Service International, Inc.

No. 81-0321

Resolution approving a right-of-way agreement between Aircraft Service International, Inc. and City for installation of a hydrant fuel system at Boarding Area D.

H. Consent Calendar (continued)

- (13) Tenant Improvement, Hydrant Fuel System, Pier e, \$174,000.

No. 81-0319

Resolution approving plans for the modification of the existing underground fuel hydrant system to service PSA and Republic Airlines at Pier e. All work will be performed by PSA and Republic Airlines at their own and sole expense.

- (14) Resolution Approving Participation in Transportation Research Board Annual Conference, Washington, D. C.

No. 81-0320

- (15) Resolution Approving Attendance at the University of California Airport Management Short Course in Asilomar, California.

No. 81-0322

- (16) Supplemental Appropriation, \$50,964

No. 81-0323

Resolution requesting Mayor to recommend supplemental appropriation in sum of \$50,964 for services of City Attorney's Office, in addition to those provided through the Airports General Counsel's Office.

- (17) Rescission of Award of Contract

No. 81-0324

Resolution rescinding the award of a professional services agreement with Records Systems Associates, Inc., for Airport records management in the amount of \$245,200.

- (18) Jurisdictional Agreement with California Highway Patrol

No. 81-0325

Resolution approving an agreement signed by the Acting Director of Airports and the California Highway Patrol.

This agreement in effect has the Airport Police assuming full responsibility for accident investigation from the California Highway Patrol.

This is a consequence of the California Highway Patrol's desire to be relieved of the responsibility and the fact that they recognize Airport Police Officers as fully competent police officers.

H. Consent Calendar (continued)

The following item was taken off calendar :

- (19) Amendment No. 2 to Professional Services Agreement, Young and Associates, A.I.A., Extension of Time and Adjustment of Compensation Rate for Additional Services.

Resolution approving
Amendment No. 2 to
Professional Services
Agreement, Young and
Associates, A.I.A., extension
of time and adjusting
consultant's compensation
rate for Additional
Services. No additional
funds required.

* * *

I. Trailing Calendar:

There was no discussion of items on the Trailing Calendar.

* * *

J. Adjournment of Meeting to go into Closed Session:

There being no further calendared business before the Commission, the public meeting was adjourned at 2:35 PM to go into Closed Session.

* * *



Warren D. Hanson
Acting Secretary
Airports Commission

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Tuesday, December 15, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN

Director of Airports

San Francisco International Airport

San Francisco, California 94128

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TO MINUTES
OF THE
AIRPORTS COMMISSION MEETING

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	(6)	Award of Contract 1219, Demolition of Pier d & Connector, \$266,000	81-0329	6
G.		Consent Calendar of Administrative Matters		6-8
	(7)	Modification No. 1 to Professional Services Agreement, Crothall Systems West, \$16,196	81-0330	6
	(8)	Amendment No. 2 to Prof. Svcs. Agreement, Young & Associates, A.I.A., Extension of Time and Adjustment of Compensation Rate for Additional Services	81-0331	7
	(9)	Resolution for the Establishment of a Reserve Fund and Utilization of ADAP funds	81-0332	7

Summary and Index (continued)

G. Consent Calendar (continued)

(10)	Resolution Deleting Widening of Boarding Area D, Contract 1200F		8
(11)	Supplemental Appropriation, Supervisory Differential, \$7,843	81-0333	7
(12)	Extension and Modification of Lease for Hangar C-01 and Portion of Plot 17, Flying Tiger Line, Inc.	81-0334	7
(13)	Tenant Work: United Airlines Maintenance and Operations Cntr.	81-0335	8
(14)	Exhibition of Mary P. Connelly Playground Carousel Animals, February, 1982	81-0336	8
	Attendance at Emergency Medicine and Nursing Conf., Keystone, Colorado, Jan. 10 - 16, 1982.	81-0337	8

H.	Trailing Calendar		9
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I.	Adjournment of Meeting.		9
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MINUTES
OF THE
AIRPORTS COMMISSION
MEETING

Tuesday, December 15, 1981

A. Call to Order:

The meeting of the Airports Commission was called to order in Room 282, City Hall, San Francisco, CA at 2:00 PM.

* * *

B. Roll Call:

Present: Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby

Absent: Commissioner J. Edward Fleishell

* * *

C. Approval of Minutes:

The following resolution was adopted by order of the Commission President:

No. 81-0326

Resolution adopting the Minutes of the December 1, 1981, Airports Commission meeting.

* * *

D. Director's Reports:

Installation of New Police Sergeants:

Commission President Bernstein administered the oath of office to the following newly appointed Sergeants of Airport Police: Nadine M. Davanis, Douglas R. Groshong, George Gulbengay, Alexander Jackson, Michael A. Miller, Thomas P. O'Neill, Jeanne Scholtz and Larry D. Williams.

* * *

D. Director's Reports (continued)

(1) Status of the Airport Interchange Project

Report on the status of
the Airport Interchange
Project which is
scheduled for
construction in FY 83/84.

Mr. Louis Turpen, Acting Director of Airports explained the Airport Interchange Project, and its three phases: Reconstruction of Airport Interchange (FY 83/84); Viaduct Connection (FY 85/86); and I-380 Easterly Connectors.

Commissioner Kadish asked how phase I would affect the entrance to the airport during the construction period.

Mr. Turpen said that question was asked of Cal Trans but they have not answered.

Commissioner Kadish said that is the key question; if it is going to show impact on the entrance to the Airport so that we have community and passenger disruption then it has to go back to the drawing board.

Commissioner Goosby asked what length of time we are talking about because if something is sent back to the drawing board in the state, it could take another ten years. In terms of the West of Bayshore importance to San Francisco and San Mateo County, it should be developed without delay as it is critical.

Commissioner Kadish said Airport staff should focus on how the impact on the entry can be reduced by diversion of traffic coming in off the North Airport road which would reduce the impact.

Mr. Turpen explained an originally established plan but said that as a part of the Environmental Impact process it was determined that the West of Bayshore property contains the San Francisco gartersnake which is on the federal endangered list; since the Airport Interchange is a Cal Trans project funded with Federal funds, we want to comply with Federal regulations; that a clearance from Federal wildlife people is necessary; that Cal Trans has proposed this piece between the Airport and I-380 should not be developed during 1983/84, and also to defer the raised connections; that Federal wildlife is requiring a two year study of the habitat, fencing in the area; and pending the results of the study U.S. Fish and Wildlife will not sign off on those areas.

Commissioner Goosby asked if San Francisco could do the study.

Mr. Turpen said CalTrans is going to fund the study and Cal Trans is going to look for ways to mitigate any effect on the gartersnake.

Commissioner Goosby said this is of more importance to San Francisco than to the State Department of Transportation; that they are in no hurry, and will probably get around to the study about 1990.

Mr. Sheldon Fein, Airport Traffic Engineer, said the state would have to go ahead with the two-year study; it will be designed for the ramps in and out of Bayshore.

Commissioner Kadish asked who was going to watch to see that the study was indeed going ahead.

Commissioner Coblentz suggested that we appoint someone on our staff to communicate our interest to Congressmen Philip Burton and Tom Lantos so that they can alert the particular agency of their interest.

D. Director's Reports (continued)

Commissioner Kadish suggested that a letter be written to the Congressmen over the signature of the Commission President.

Commissioner Goosby suggested that they be contacted now while they are home for the holidays.

* * *

(2) North Terminal Custodial Services

Mr. Turpen said the Board of Supervisors rejected the Controller's certification; that staff is preparing a plan for transferring the work in-house and will bring it before the Commission on January 5.

Commissioner Bernstein said if that would be the only item to be taken up at that meeting, a special meeting might be in order.

* * *

(3) Status of Relocation of Airport Administrative Offices

Mr. Turpen said the Administrative Offices will be relocating to the Airborne facility during January 9 - 15 for everyone in the Central Terminal.

Commissioner Kadish asked where it was located and was shown on the map. She asked if the floorplan for the offices had been changed from what was approved at the last Commission meeting.

Mr. Jason Yuen, Director, Bureau of Terminal Construction said the layout plan had not been changed.

* * *

E. Items Initiated by Commissioners:

Commissioner Kadish requested the following items be added to the trailing calendar: 1) a presentation about the employees parking lot and the security problems involved; 2) information about the use of three passenger loading areas by three limousine companies; and 3) an explanation of Commission policy on prevailing wages and its application to all Airport tenants in light of the December 8, 1981 letter from the San Francisco Labor Coalition.

Commissioner Goosby said he had asked the same question; and whether staff was writing new leases to the airlines or extending the old leases.

Mr. Turpen said that all three items would be discussed at the first January meeting.

* * *

F. Agenda Items Involving Policies or Major Operational Decisions:

The following resolutions were unanimously adopted:

(4) Bid Call, Contract No. 1421, Addition to Firehouse No. 2

No. 81-0327

Resolution aproving final contract plans and specifications and authorizing call for bids for said work.

F. Policies or Operational Decisions (continued)

- (5) Award of Professional Services Contract to Gentry, Inc., \$177,120.

No. 81-0328

Award of professional services contract to Gentry, Inc., for data processing facility management and operations for \$177,120.

Mr. Turpen said this item was before the Commission at the last meeting; that HRC approval has since been received.

Commissioner Goosby asked what agreement was reached with the firm.

Ms. Lydia San Filippo, HRC Compliance Officer, said that an agreement was reached and HRC did certify it; that HRC requested use of a minority subcontractor; that the agreement provides training, with a subcontractor being a minority or a woman..

Commissioner Goosby asked for a separate listing of every HRC-certified contract/agreement that the airport has made. He further asked whether they had agreed to hire a minority subcontractor as well as train some personnel.

Ms. San Filippo said they did agree to this and that HRC has asked that in each case a major position go to a woman or a minority subcontractor.

Commissioner Goosby asked about the training.

Ms. San Filippo said that as these positions become available, we have requested that they go to minorities.

Commissioner Goosby said that he understands that the City does not have anyone at that level of expertise to do this job; that this is one of those jobs we pay more to put out to bid because if the City does not pay the same salaries, the experts will go elsewhere; the pay level is not high enough to attract the best skills.

- (6) Award of Contract 1219, Demolition of Pier d & Connector, \$266,000

No. 81-0329

Resolution awarding Contract 1219, Demolition of Pier d and Connector to Ferma Corporation in the amount of \$266,000. The budget for the recommended work is \$330,000.

* * *

G. Consent Calendar of Administrative Matters:

The following resolutions were unanimously adopted:

- (7) Modification No. 1 to Professional Services Agreement, Crothall Systems West, \$16,196.00.

No. 81-0330

Resolution approving Modification No. 1 to subject contract to provide a trained specialist to give continuing administrative and supervisory support for a 6-month period after installation and initiation of the preventive maintenance control system at the Airport.

G. Consent Calendar (continued)

- (8) Amendment No. 2 to Professional Services Agreement, Young and Associates, A.I.A., Extension of Time and Adjustment of Compensation Rate for Additional Services

No. 81-0331

Resolution approving Amendment No. 2 to Professional Services Agreement, Young and Associates, A.I.A., extension of time and adjusting consultant's compensation rate for Additional Services. No additional funds required.

- (9) Resolution for the Establishment of a Reserve Fund and Utilization of ADAP Funds

No. 81-0332

Resolution requesting the California Congressional Delegation to pursue the establishment of a reserve fund utilizing ADAP funds to take care of reconstruction and rehabilitation of airports in the event of a major disaster through the granting of funds for this work for the betterment of the community and nation as a whole.

- (11) Supplemental Appropriation, Supervisory Differential, \$7,843

No. 81-0333

Resolution to request supplemental appropriation for Supervisory differential, in accordance with Civil Service Commission action.

- (12) Extension and Modification of Lease for Hangar C-01 and Portion of Plot 17 - Flying Tiger Line, Inc.

No. 81-0334

Resolution authorizing extension of Lease No. 77-0091 for a five-year period, from May 23, 1980 through May 22, 1985, at a rental of \$278,704.09 per year for the first year and \$545,636.00 for the second through the fifth year of the lease term. The extension and modification agreement contains provision for early termination of the lease in the event the City determines to convert the use of the premises to something other than air cargo uses or if Flying Tiger Line completes construction of their cargo facility on Plot 50A prior to expiration of the term.

G. Consent Calendar (continued)

(13) Tenant Work: United Airlines Maintenance and Operations Center

No. 81-0335

(a) T-2596 Storage & Retrieval
System - \$370,000
(b) T-2595 Heat Exchanger Repair
Facility - \$200,000

No rental credit.

(14) Exhibition of Mary P. Connelly Playground Carousel Animals -
February, 1982.

No. 81-0336

Resolution agreeing to the
Exhibition of carousel animals
from the Hirschell Spellman
Carousel, constructed in the
1800's, located in the Mary P.
Connelly Playground.

* * *

The following Item was removed from Calendar:

(10) Resolution Deleting Widening of Boarding Area D, Contract 1200F

Resolution removing the \$5 million
for Contract 1200F Widening of
Boarding Area D for Federal
Inspection Services and airline
V.I.P. space from the capital
budget.

* * *

The following non-Calendared resolution was adopted by an aye vote of
Commissioners Bernstein, Coblentz and Goosby. Commissioner Kadish voted
no.

No. 81-0337

Resolution approving attendance at
Emergency Medicine and Nursing
Conference, Keystone, Colorado,
January 10 - 16, 1982, by
Firefighter/Paramedic Antonio G.
Correa, Airport Fire Department.

Mr. Turpen recommended adoption of the resolution.

Commissioner Kadish said although she is in favor of the substance of
the resolution, she must oppose it because it was being brought in at
the last moment and against Commission policy. She suggested at a
special meeting prior to January 10, this matter could be taken up .

Commissioner Coblentz did not believe the policy should apply in this
case; that the conference is coming up at a scheduled date; that the
next Commission meeting might be too late; that he is willing to vote
on it now; and that he could vote on it by phone.

Mr. Don Garibaldi, Airports General Counsel, said the Commission
could not vote via phone, that their meetings must be in a public
session.

* * *

H. Trailing Calendar:

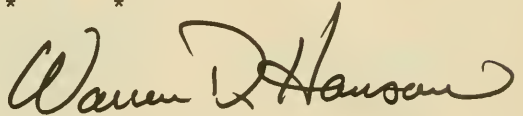
There was no discussion of items on the Trailing Calendar.

* * *

I. Adjournment of Meeting to go into Closed Session:

There being no further calendared business before the Commission, the public meeting was adjourned at 2:39 pm to go into Closed Session.

* * *

A handwritten signature in dark ink, reading "Warren D. Hanson". The signature is fluid and cursive, with the first name "Warren" and last name "Hanson" clearly legible. The middle initial "D." is written in a smaller, more compact script between the first and last names.

Warren D. Hanson
Acting Secretary
Airports Commission

SAN FRANCISCO AIRPORTS COMMISSION



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MINUTES

Monday, December 22, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

Director of Airports

San Francisco International Airport

San Francisco, California 94128

SUMMARY AND INDEX
TO THE MINUTES
OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Monday, December 22, 1981

Calendar Section	Agenda Item	Title	Resolution	Page(s) Number
A.		Call to Order		2
B.		Roll Call		2
C.		Order of Business		
	(1)	Recommending Board of Super- visors' Approval of the Supplemental Budget Request for Custodial Services in the North Terminal, 582,747	81-0338	2-3
	(2)	Recommending that the Board of Supervisors Approve the Joint Exercise of Powers Agreement for Processing Parking Citations	81-0339	3
	(3)	Approving Assignment of Lease for Plot 3E from Atlantic Richfield Company (ARCO) to Pacific Southwest Airlines (PSA)		4
	(4)	Approving the Attendance of Robert Epifanio, Transpor- tation Coordinator, to the Transportation Research Board Annual Conference in Washington, D.C., January 18 - 11, 1982; and Louis A. Turpen, Acting Director of Airports, to the Airport Operators Council Interna- tional Conference to be held in Guam during the week of April 19, 1982	81-0340	4
D.		Adjournment of Meeting		4

MINUTES
OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Monday, December 22, 1981

A. Call to Order:

The Special Meeting of the Airports Commission was called to order at 9:00 a.m., in Room 282, City Hall, San Francisco.

B. Roll Call:

Present: Commissioners Morris
Bernstein, William K.
Coblentz, Ruth S. Kadish,
Z. L. Goosby

Absent: J. Edward Fleishell

* * *

C. Order of Business:

The following resolutions were unanimously adopted.

- (1) No. 81-0338 Recommending Board of
Supervisors' approval of the
Supplemental Budget Request
for custodial services in the
North Terminal, \$582,747.

Mr. Louis Turpen, Acting Director of Airports, said this supplemental results from the Board of Supervisors' action of December 7, rejecting the Controller's finding that outside contract custodial service for the North Terminal is less costly than use of City staff. March 15 is established as the target conversion date. The cost of City provision of custodial services in the North Terminal for the period March 15 - June 30, 1982, is budgeted at \$582,747. The cost for outside contract during the same period could not have exceeded \$503,000.

Commissioner Bernstein asked if there was some way we can remain within the formal budget.

Commissioner Goosby asked who arrived at these figures; and whether the costs had been calculated on some basis other than square footage.

Mr. Turpen said the cleaning schedules which exist in the contract are the ones on which we predicated assignments; that it can be taken down the level of cleanliness which the Commission wishes.

Commissioner Bernstein asked if proper supervision or any other method would maintain at least the present level or remain somewhere close to it.

(1) (Continued)

Mr. Turpen said the Board's Budget Analyst, the Controller and Airport staff looked at cleaning the terminal in several alternatives and agreed it would take at least \$60,000 to \$70,000 more to do it in-house.

Commissioner Goosby said not one of those named are custodians; that we were discussing these contracts last year; that some of the custodians said they could do the job even cheaper.

Commissioner Kadish said she can understand the position that a certain number of personnel are needed in order to keep it at the level at which it is currently operated; that some personnel will be temporary, therefore if there are management improvements which will assure that fewer personnel will be necessary because of the temporary status of the personnel, some will be able to go to other terminals to work.

Mr. Turpen said since personnel are selected on the basis of seniority, the majority will probably be permanent airport custodians; that the other terminals will have temporary personnel; that 70% or more of the senior custodians will be working in the North Terminal.

Commissioner Kadish said should there be management improvement to reduce the personnel, those people could be shifted to the other terminals.

Commissioner Coblentz suggested approval of the resolution; that he did not believe these people understand the custodial functions; that some outside expert should be brought in to review our functions and see what improvement can be made.

Mr. Paul Van Wert, Chairman for the Airport Airlines Affairs Committee, expressed concern about the effect this might have on the accomplishment of mutual objectives with respect to the settlement agreement.

Commissioner Coblentz said this Commission opposed the actions of the Board, still believed very strongly in the same position and hoped this will not affect any settlement; that Mr. Van Wert should talk to members of the Board of Supervisors.

Commissioner Kadish said this is just for the record.

Mr. Van Wert agreed.

Commissioner Bernstein believed it would serve the public well if the supervisory personnel were very carefully selected and instructed; perhaps someone from the outside can do this; it does not mean to bring the level of cleanliness down, but there should be some control or supervision, which should not be from the ranks.

Mr. Turpen said he believes the Civil Service rules are very strict in the selection of supervisory personnel.

(2) No. 81-0339

Recommending that the Board of Supervisors approve the joint exercise of powers agreement for processing parking citations.

Mr. Turpen referred this item to the City Attorney.

Mr. Don Garibaldi, Airports General Counsel, said that major changes had occurred in the composition of the governing board; and asked the Commission to recommend to the Board that they approve this agreement to establish a joint powers authority. He added that this does nothing to diminish the power of the Airports Commission.

(4) No. 81-0340

Approving the Attendance of Robert Epifanio, Transportation Coordinator, to the Transportation Research Board Annual Conference to be held in Washington, D.C., January 18 - 22, 1982; and Louis A. Turpen, Acting Director of Airports, to the Airport Operators Council International Conference to be held in Guam during the week of April 19, 1982.

Commissioner Bernstein asked what is accomplished at those meetings.

Mr. Turpen said they provide the opportunity to exchange ideas with other airport managers.

Commissioner Kadish said sharing information with people in the same field is vital.

* * *

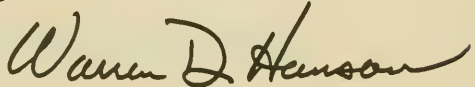
The following item was removed from the calendar:

- (3) Approving Assignment of Lease for Plot 3E from Atlantic Richfield Company (ARCO) to Pacific Southwest Airlines (PSA).

* * *

D. Adjournment of Meeting:

There being no further calendared business before the Commission, the meeting was adjourned into Closed Session at 9:30 a.m.



Warren D. Hanson
Acting Secretary
Airports Commission

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MINUTES

Monday, December 28, 1981

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN

President

WILLIAM K. COBLENTZ

Vice-President

RUTH S. KADISH

DR. Z.L. GOOSBY

J. EDWARD FLEISHELL

LOUIS A. TURPEN

Director of Airports

San Francisco International Airport

San Francisco, California 94128

MINUTES
OF THE
AIRPORTS COMMISSION
SPECIAL MEETING

Monday, December 28, 1981

A. Call to Order:

The special meeting of the Airports Commission was called to order in Room 282, City Hall, San Francisco, CA, at 8:00 a.m.

* * *

B. Roll Call:

Present: Commissioners Morris
Bernstein, William K.
Coblentz, Ruth S. Kadish

Absent: Commissioners Z.L. Goosby,
J. Edward Fleishell

* * *

C. Closed Session:

* * *

D. Announcement by Commission Secretary:

In accordance with the Brown Act, Section 54957.1, Warren D. Hanson, Acting Secretary to the Airports Commission, announced the unanimous adoption of Resolution No. 81-0341 by the Airports Commission in Closed Session, December 28, 1981, which resolution appoints Louis A. Turpen as Director of Airports, effective December 28, 1981.

E. Adjournment of Meeting:

There being no further business before the Commission, the meeting adjourned at 8:03 a.m.



Warren D. Hanson
Acting Secretary
Airports Commission

